Di central

Di translator

version 8.0

user manual

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User Manual for DiTranslator 8

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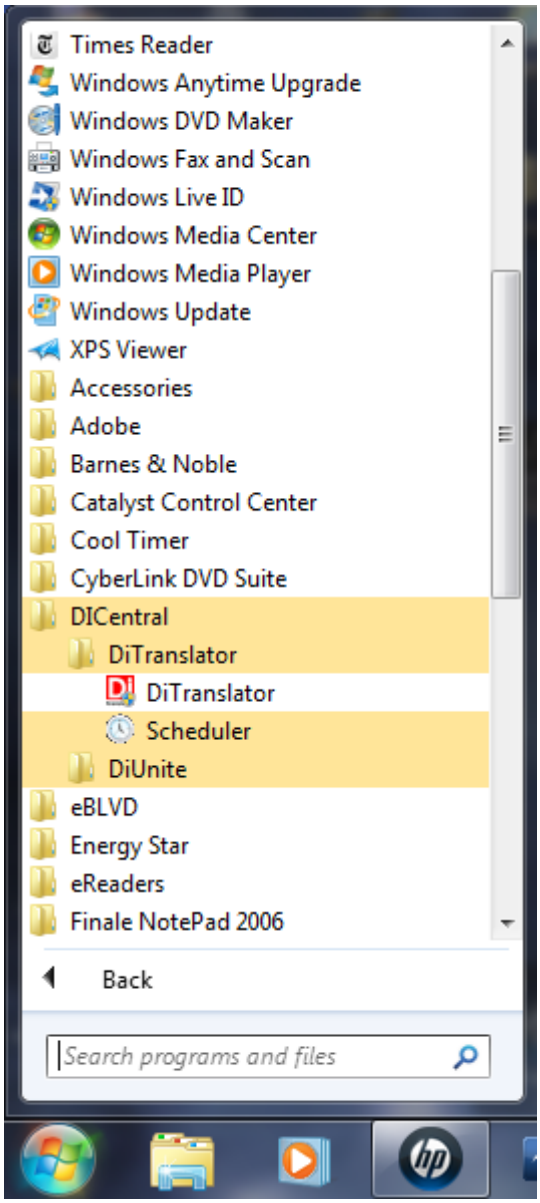
Chapter I: DiTranslator Setup

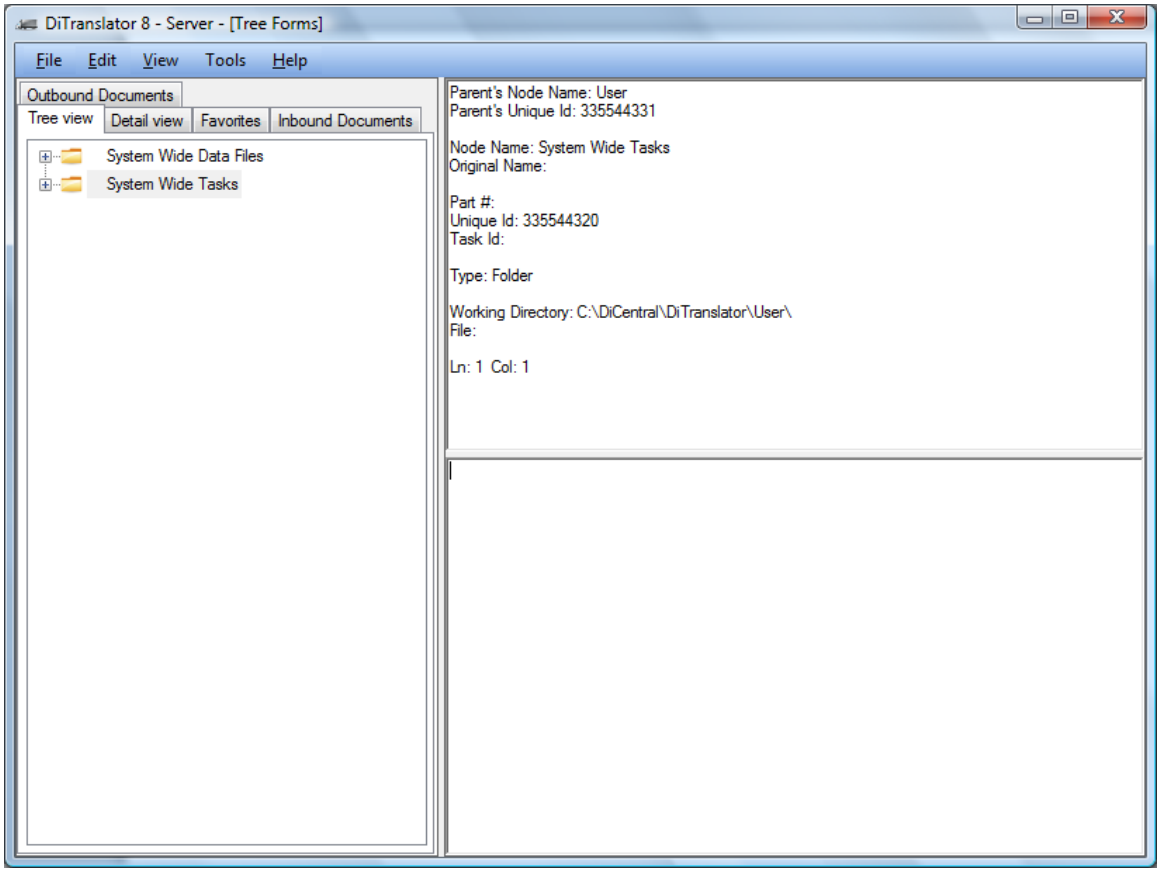
This topic provides a step-by-step procedure for setting up and configuring your buyers and suppliers using the Network Trading Partner kits Wizard.

1.Setting Up a Buyer

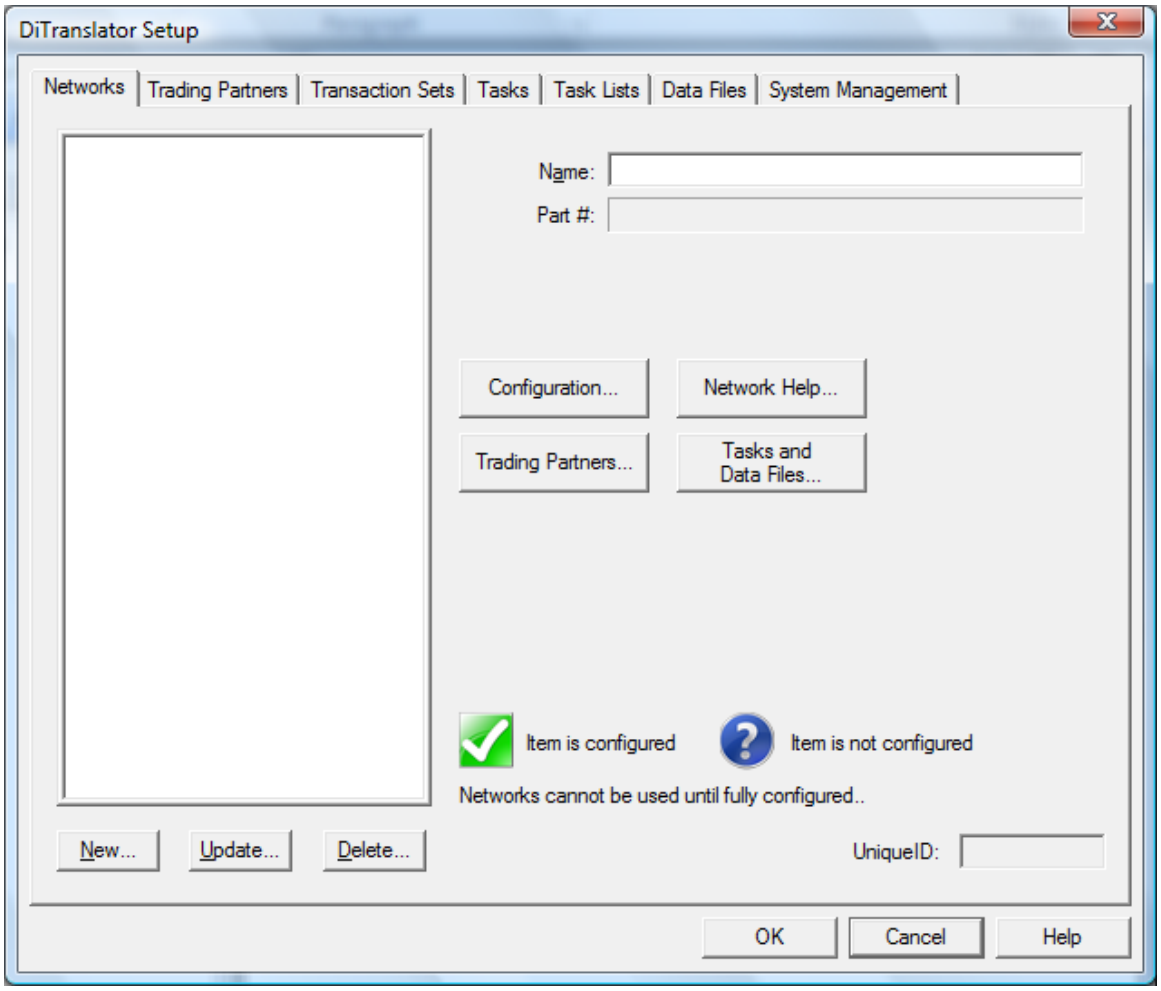
1. Click the **Start** button, select **Programs,** and double-click **DiTranslator** under the **DiCentral** folder.



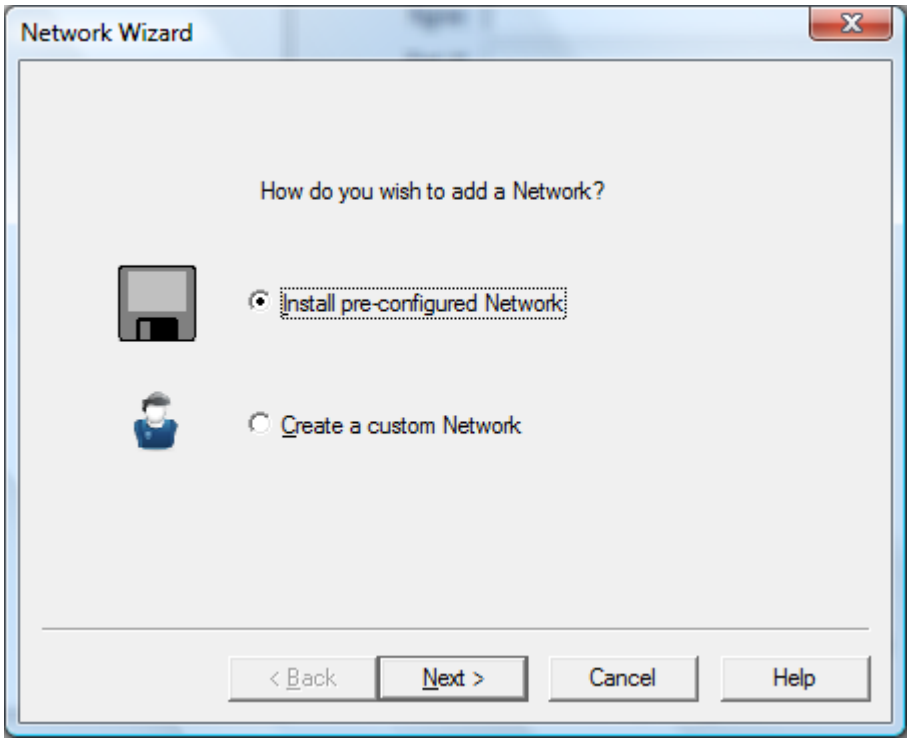
*The **DiTranslator 8 – Server** window is displayed.*



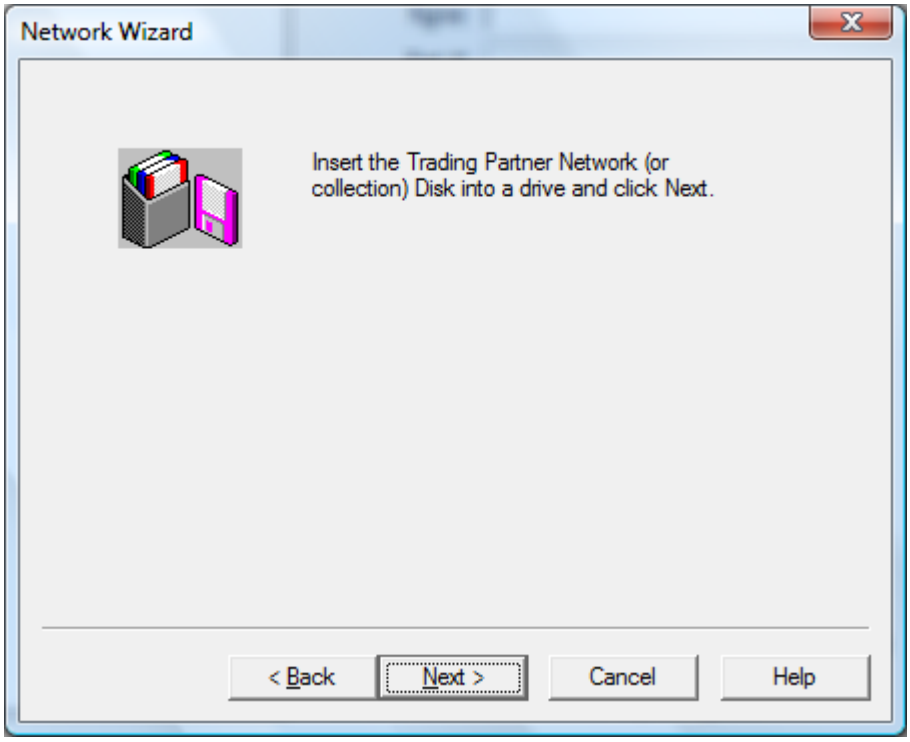
2. On the **File** menu, select **New**.
   *The **DiTranslator Setup** window is displayed.*



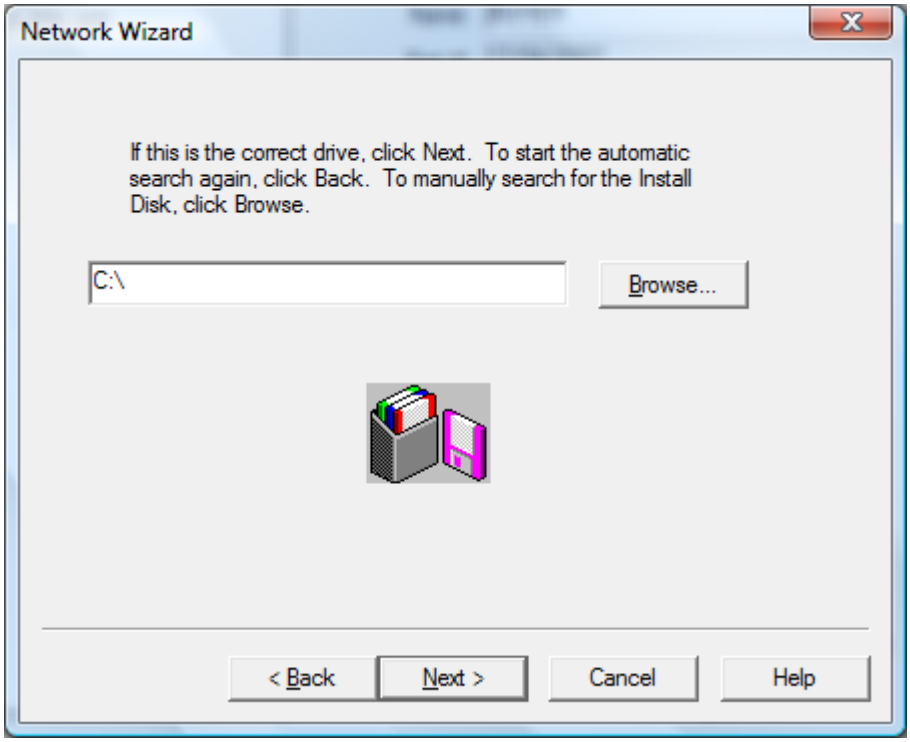
3. Click the **New** button.
4. On the **Network Wizard** window, click the **Next** button.



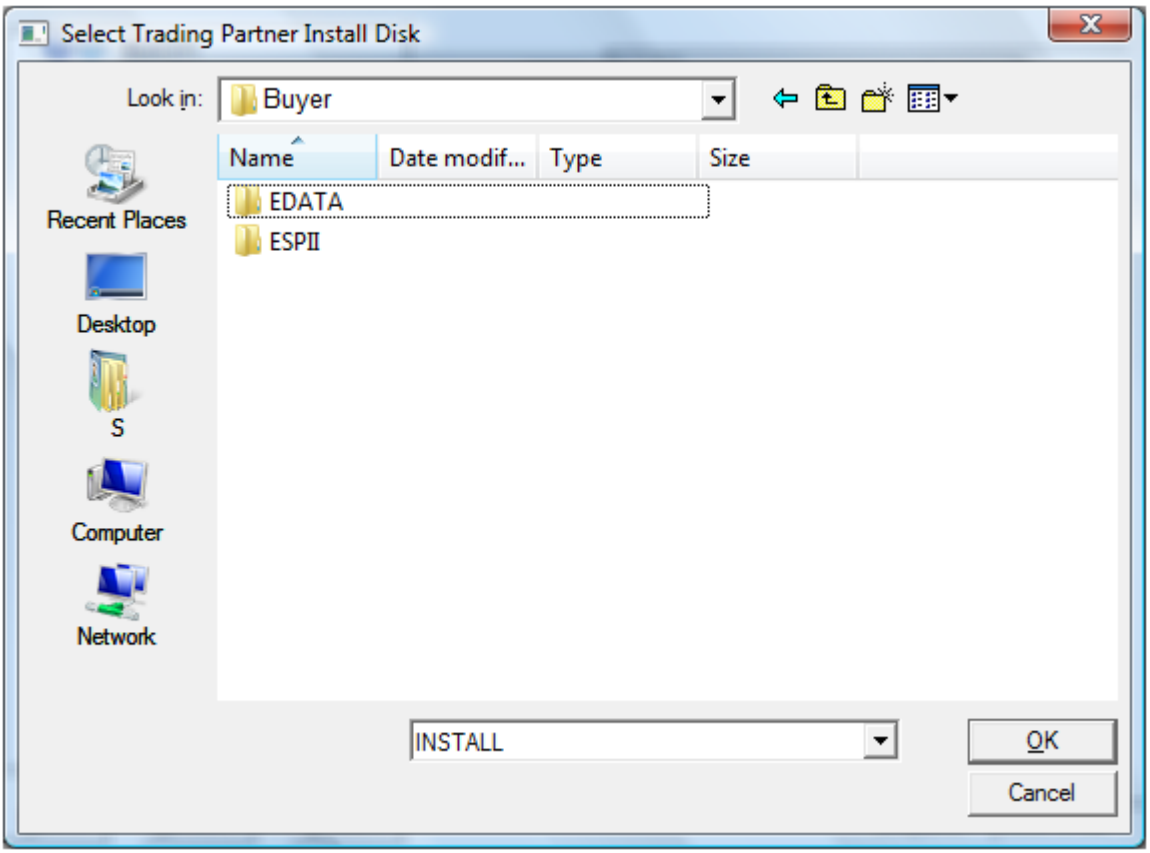
5. Click **Next** to continue.



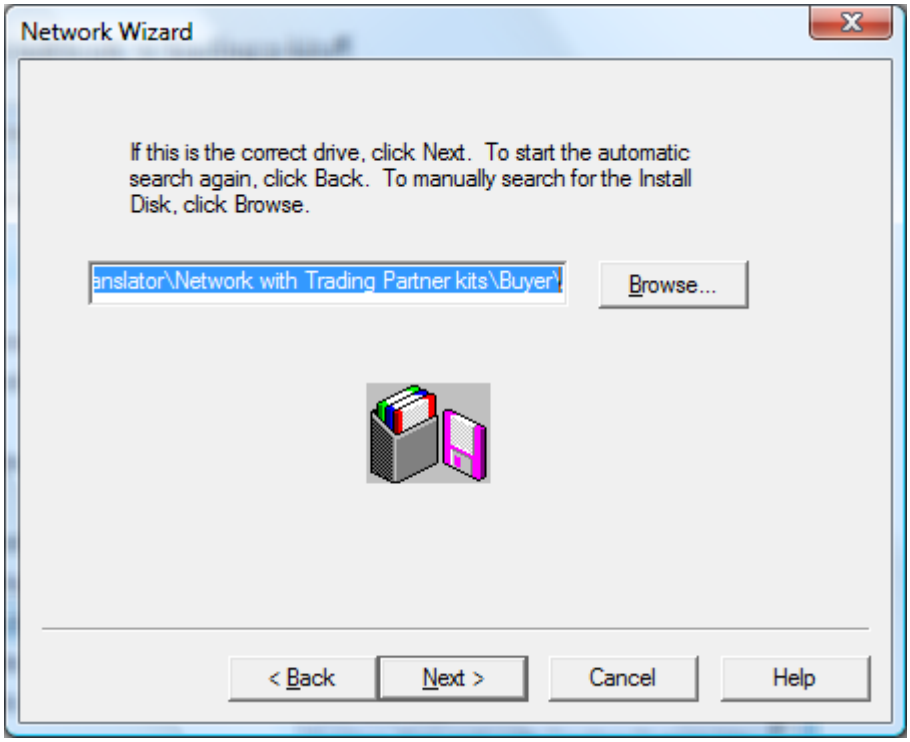
6. On the **Network Wizard** window, click the **Browse** button.


Network Wizard
If this is the correct drive, click Next. To start the automatic search again, click Back. To manually search for the Install Disk, click Browse.
C:\
Browse...
< Back
Next >
Cancel
Help

7. Navigate to **C:\DiCentral\DiTranslator\Network with Trading Partner kits\Buyer** in the **Look in:** field and click the **OK** button.

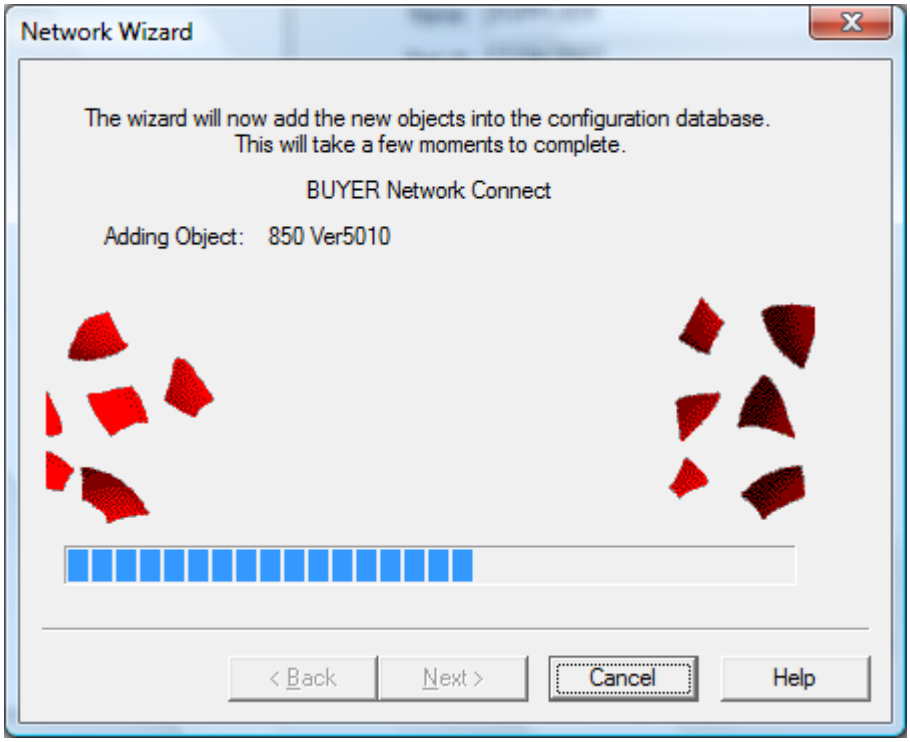


8. Click the **Next** button to continue.

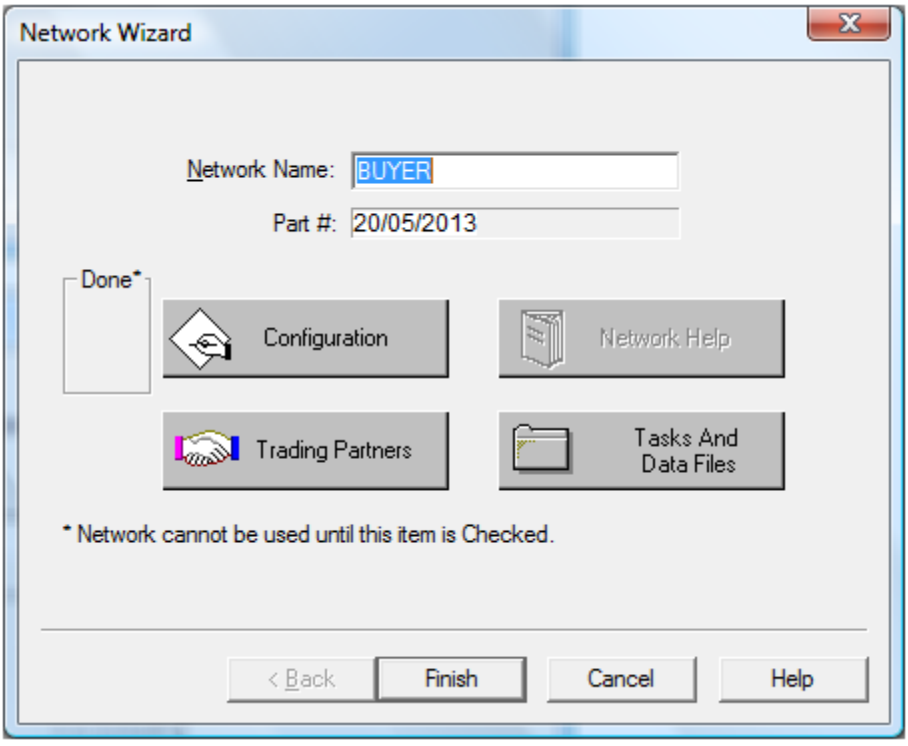

Network Wizard
If this is the correct drive, click Next. To start the automatic search again, click Back. To manually search for the Install Disk, click Browse.
anslator\Network with Trading Partner kits\Buyer\
Browse...
< Back
Next >
Cancel
Help

9. Type the Buyer's **Name** and click **Next** to continue.

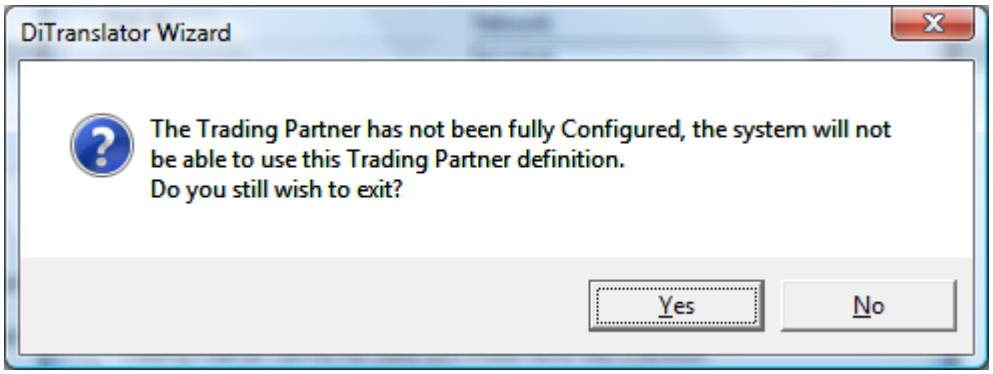
The Network Wizard displays the installation status.


Network Wizard
The wizard will now add the new objects into the configuration database.
This will take a few moments to complete.
BUYER Network Connect
Adding Object: 850 Ver5010
< Back
Next >
Cancel
Help

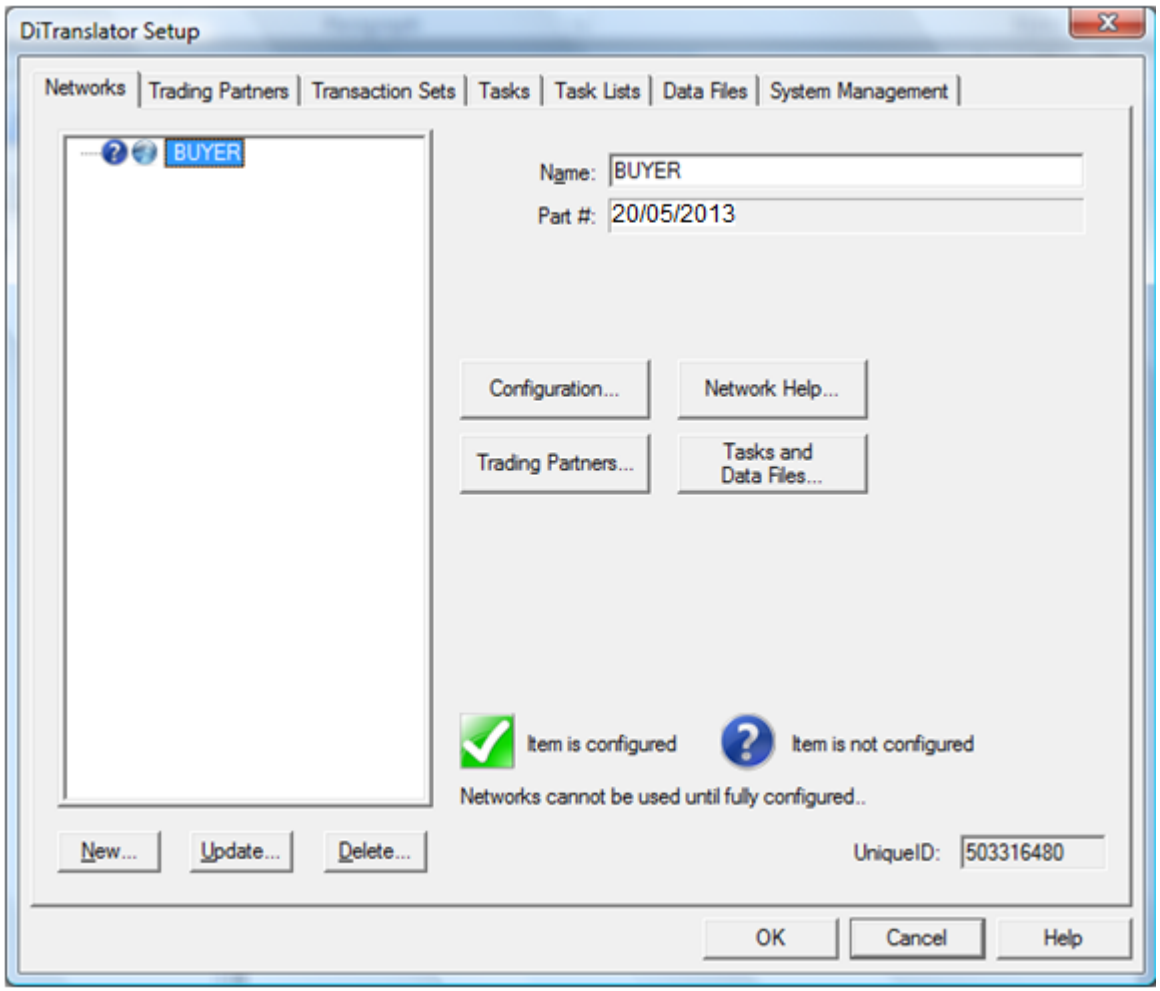
10. Type the buyer's **Part #** and click the **Finish** button on the **Network Wizard** window.



11. On the **DiTranslator Wizard** window, click the **Yes** button as this is the demo of Buyer and Supplier Kit; there is no ISA nor GS segment for any particular trading partner.

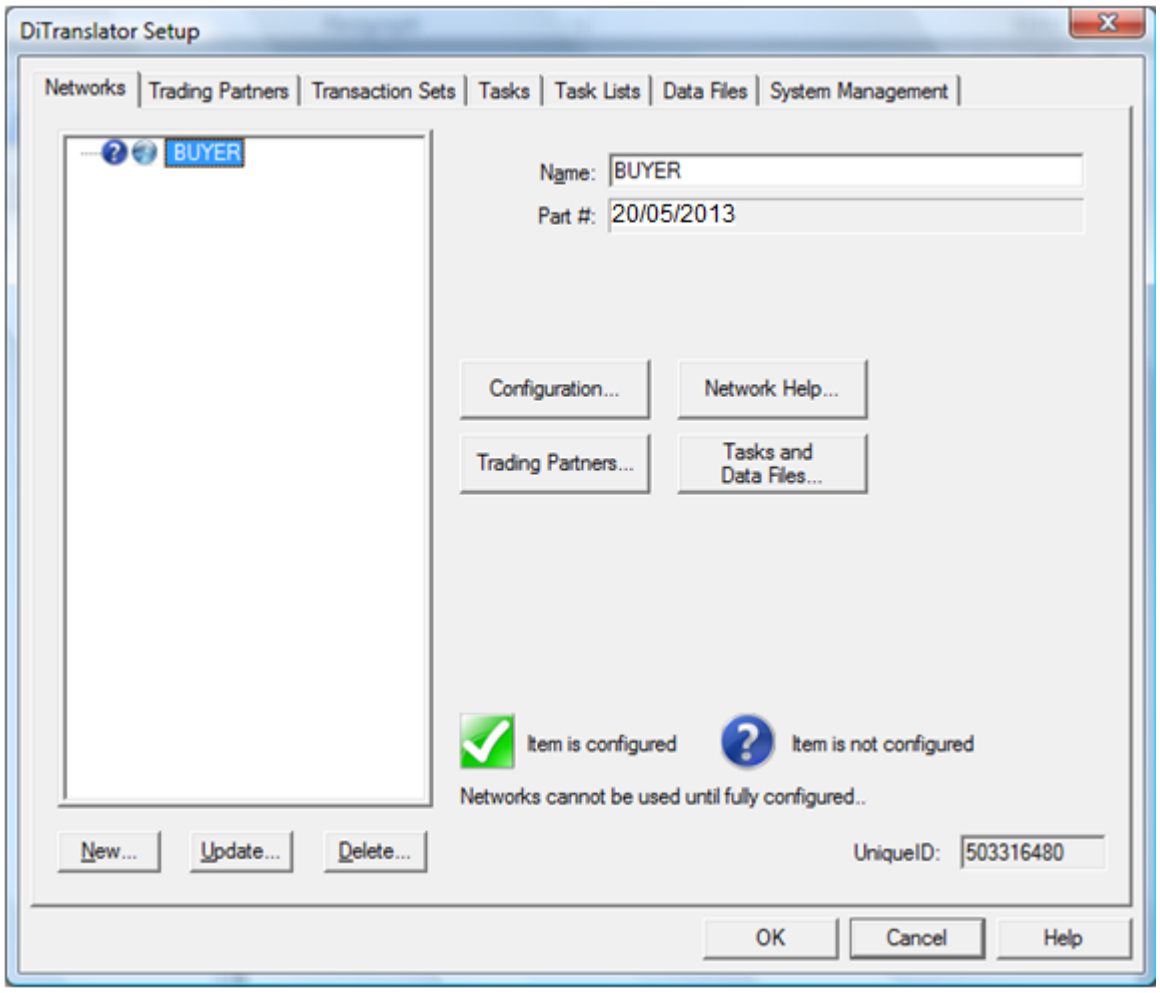

DiTranslator Wizard
The Trading Partner has not been fully Configured, the system will not be able to use this Trading Partner definition.
Do you still wish to exit?
Yes
No

*The new buyer that you have set up is displayed in the **DiTranslator Setup** window.*

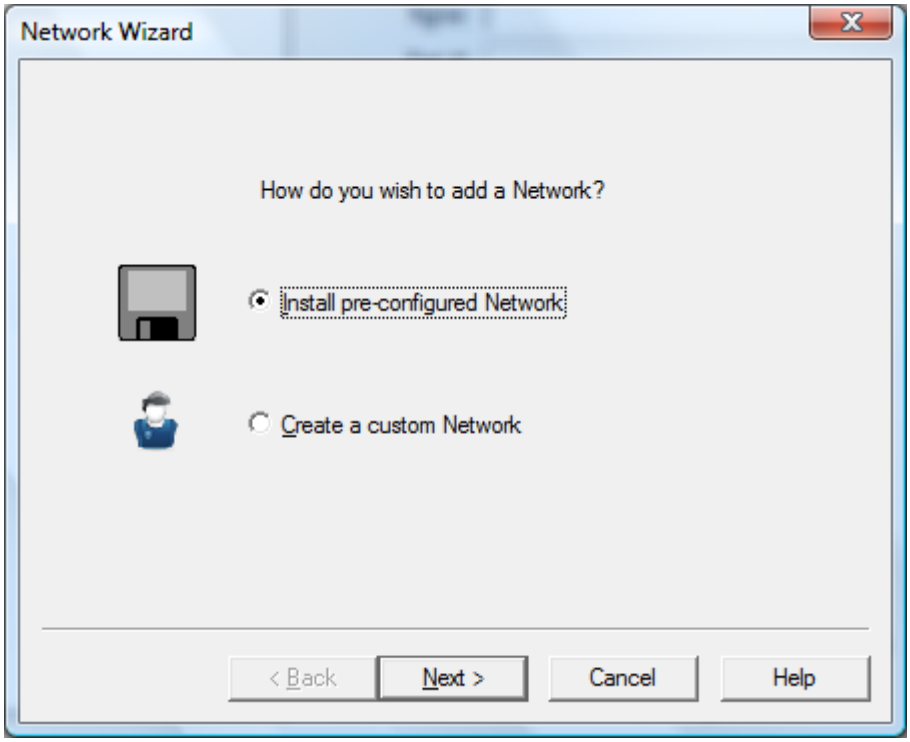


2.Setting Up a Supplier

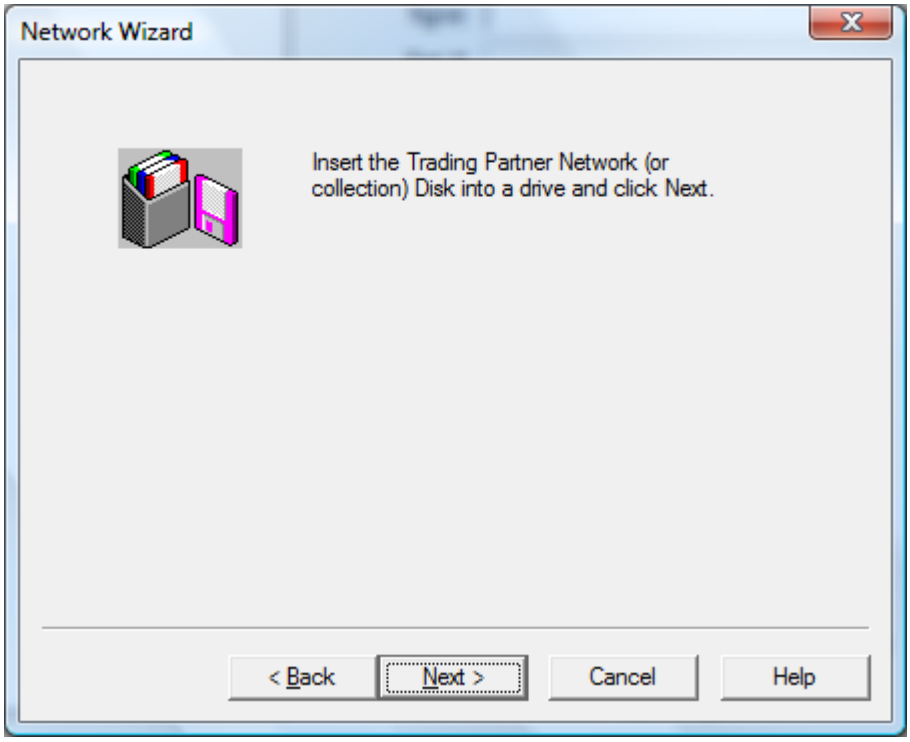
1. With the **DiTranslator Setup** window displayed, click the **New** button.



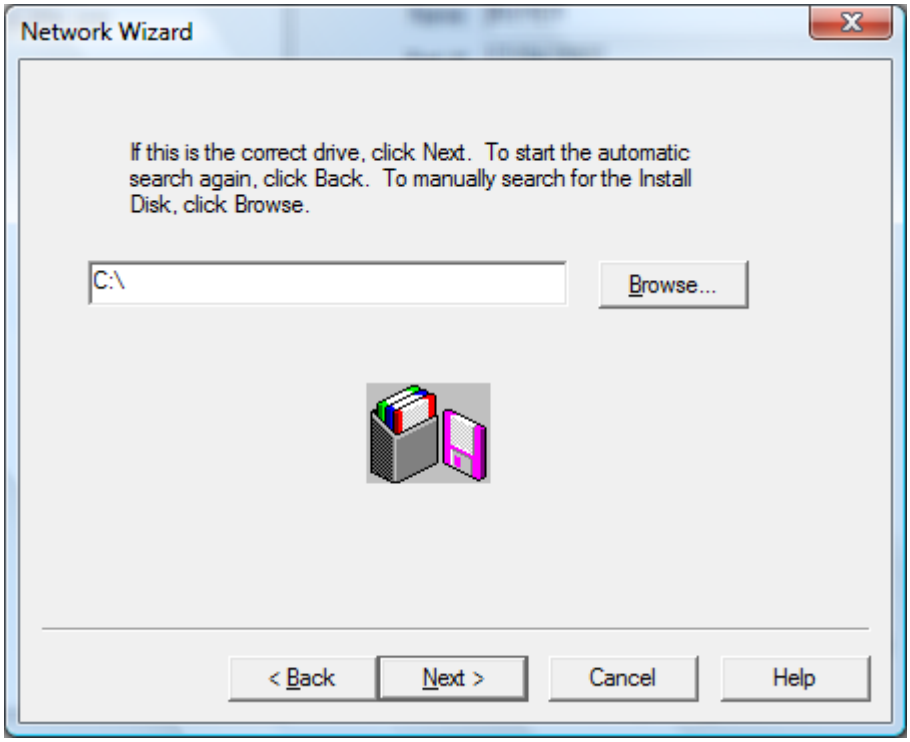
2. On the **Network Wizard** window, click the **Next** button.



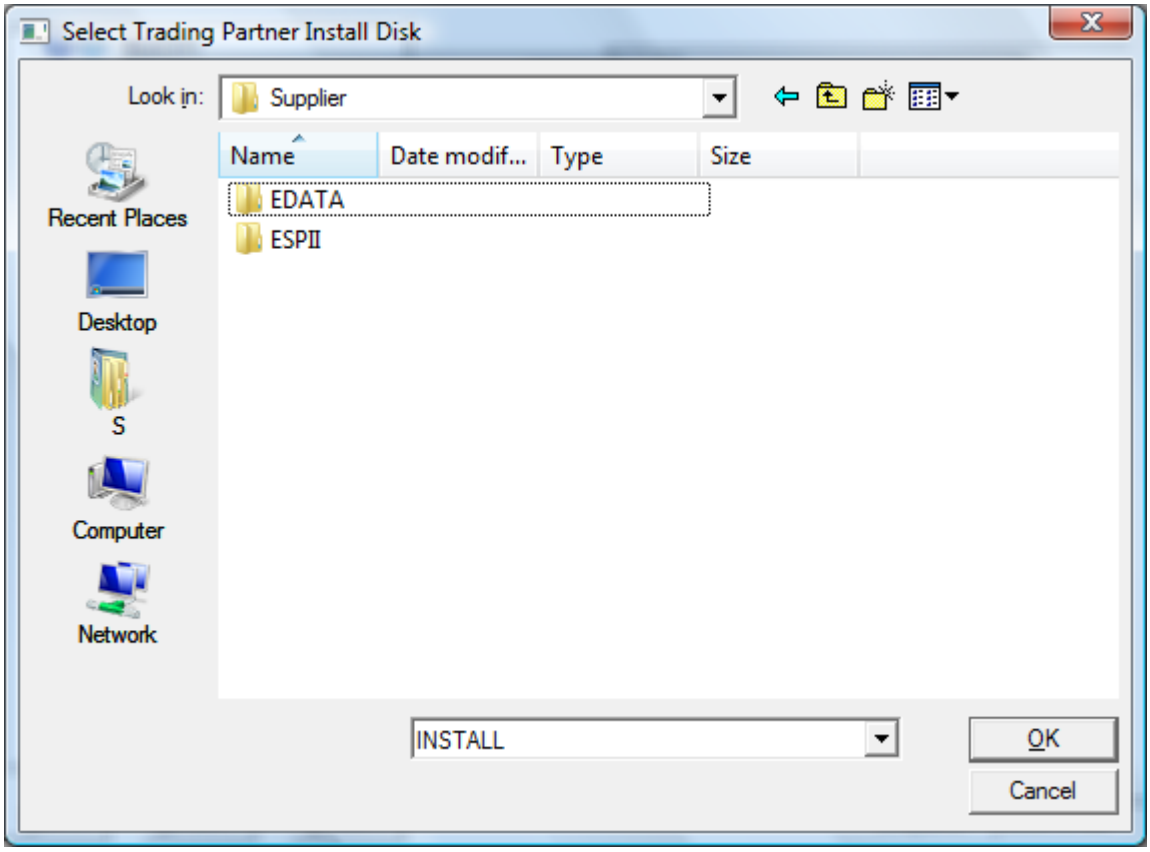
3. Click the **Next** button to continue.



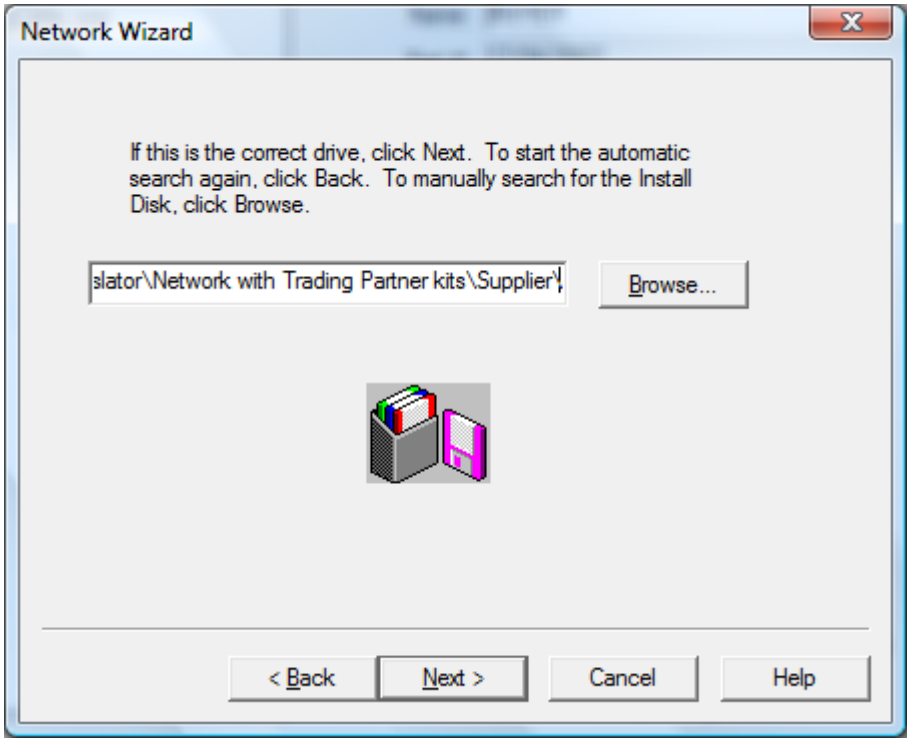
4. On the **Network Wizard** window, click the **Browse** button.


Network Wizard
If this is the correct drive, click Next. To start the automatic search again, click Back. To manually search for the Install Disk, click Browse.
C:\
Browse...
< Back
Next >
Cancel
Help

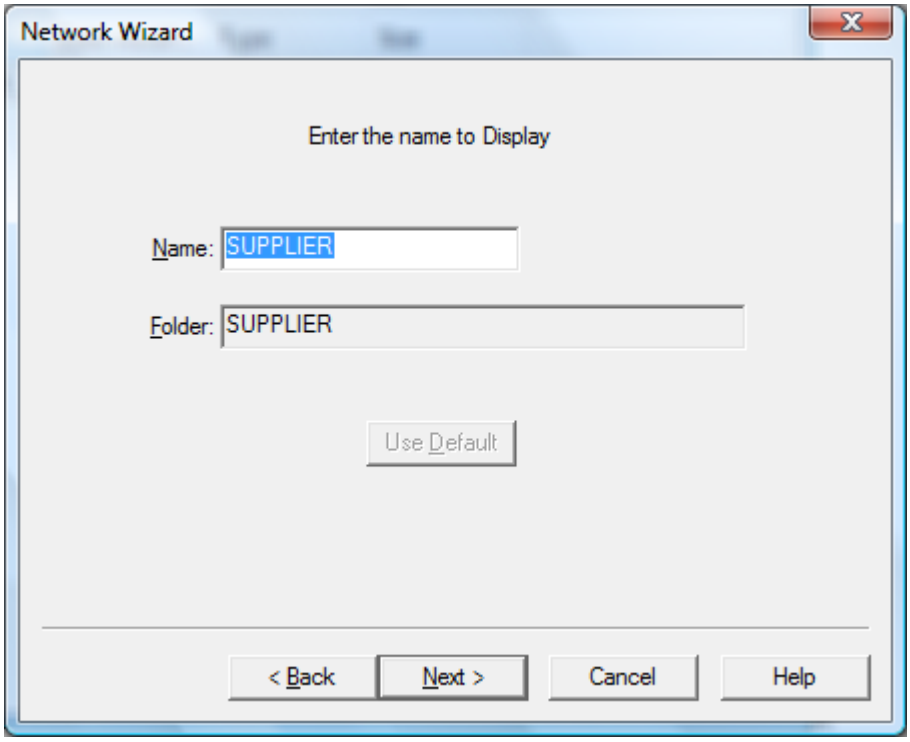
5. Navigate to **C:\DiCentral\DiTranslator\Network with Trading Partner kits\Supplier** in the **Look in:** field and click the **OK** button.



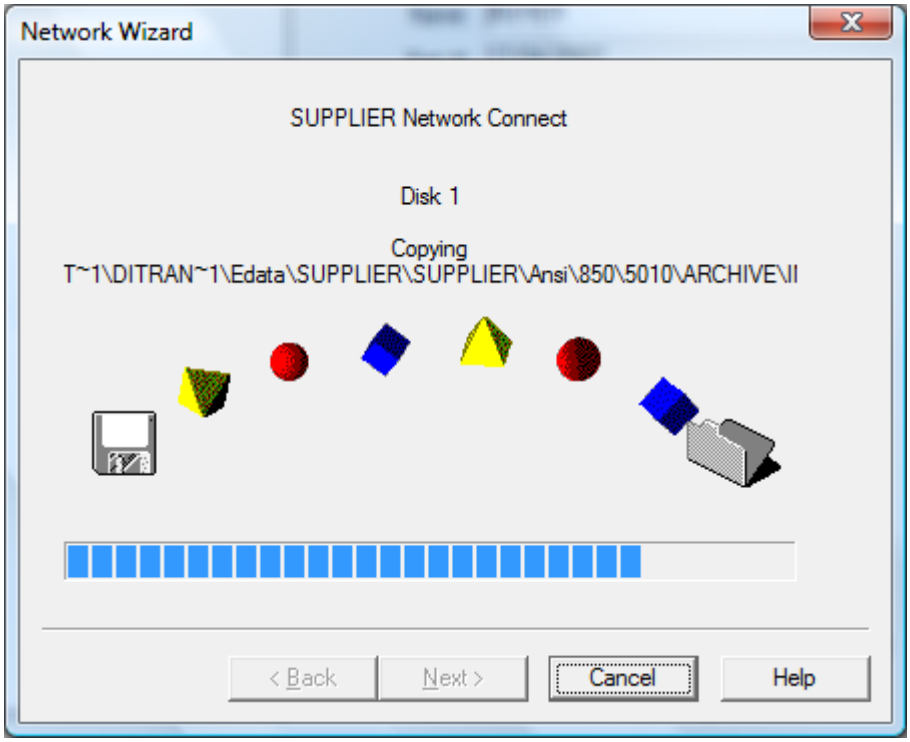
6. To continue, click **Next**.


Network Wizard
If this is the correct drive, click Next. To start the automatic search again, click Back. To manually search for the Install Disk, click Browse.
slator\Network with Trading Partner kits\Supplier\
Browse...
< Back
Next >
Cancel
Help

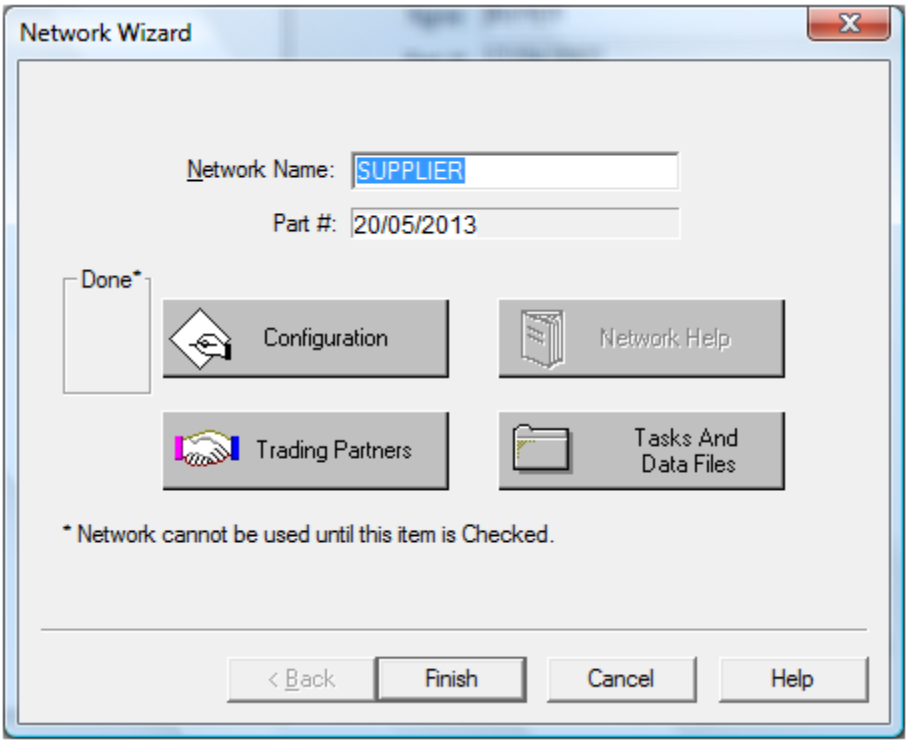
7. Type the Supplier's **Name** and click **Next**.



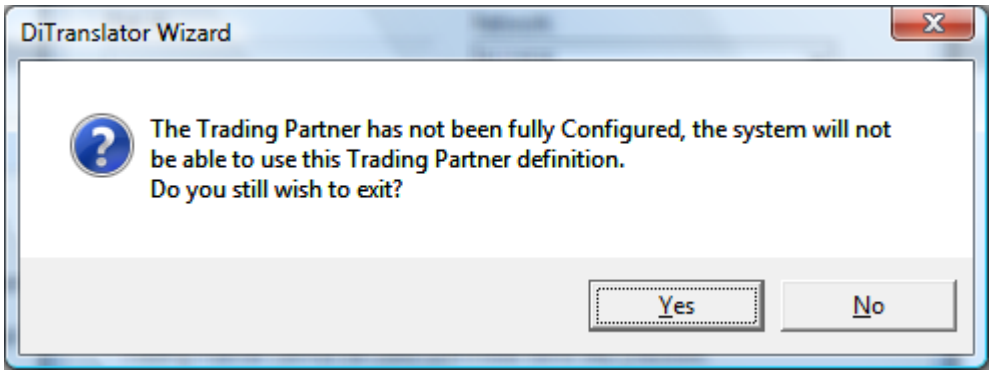
The Network Wizard displays the installation status.



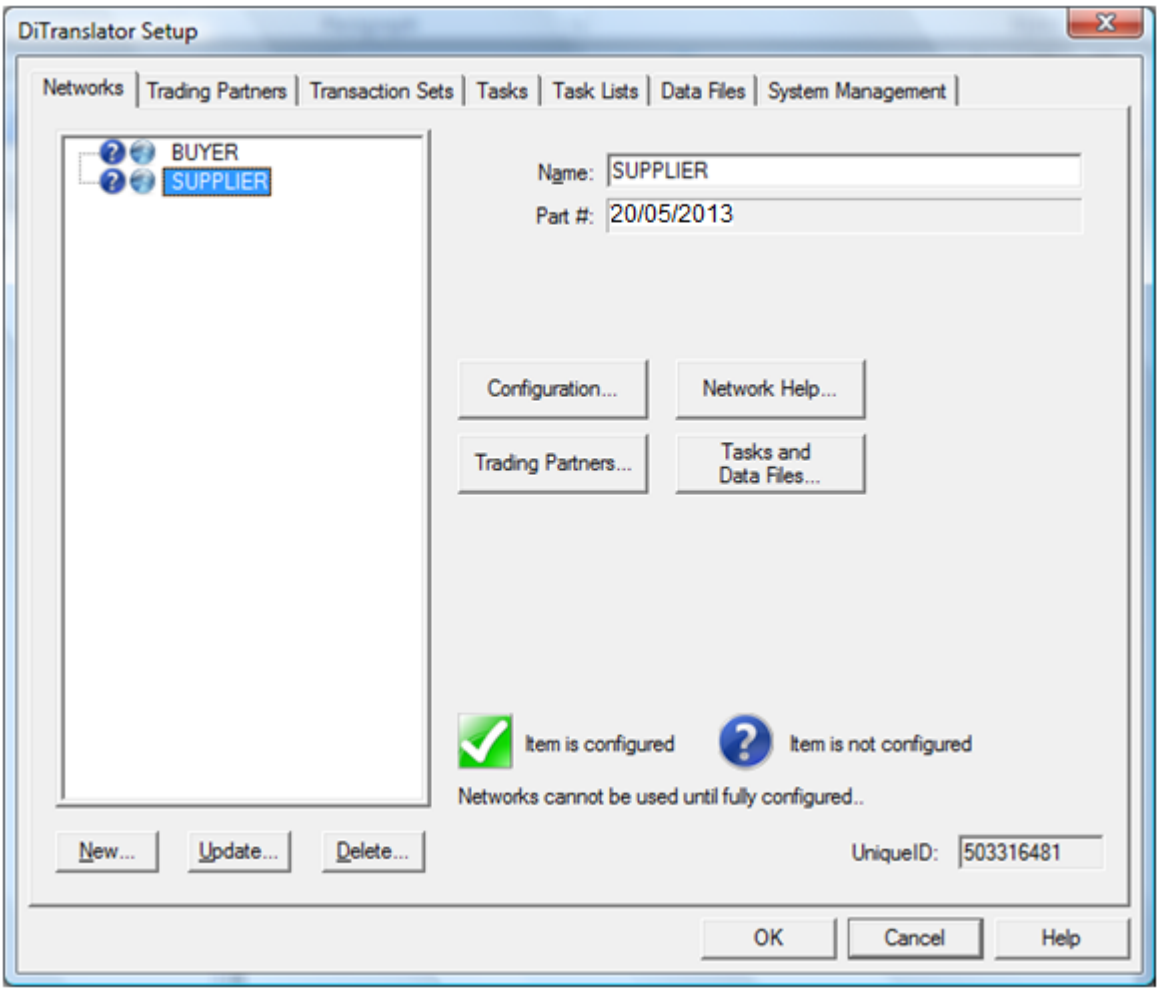
8. Type the supplier's **Part #** and click the **Finish** button.



9. On the **DiTranslator Wizard** window, click the **Yes** button as this is the demo of Buyer and Supplier Kit; there is no ISA nor GS segment for any particular trading partner.

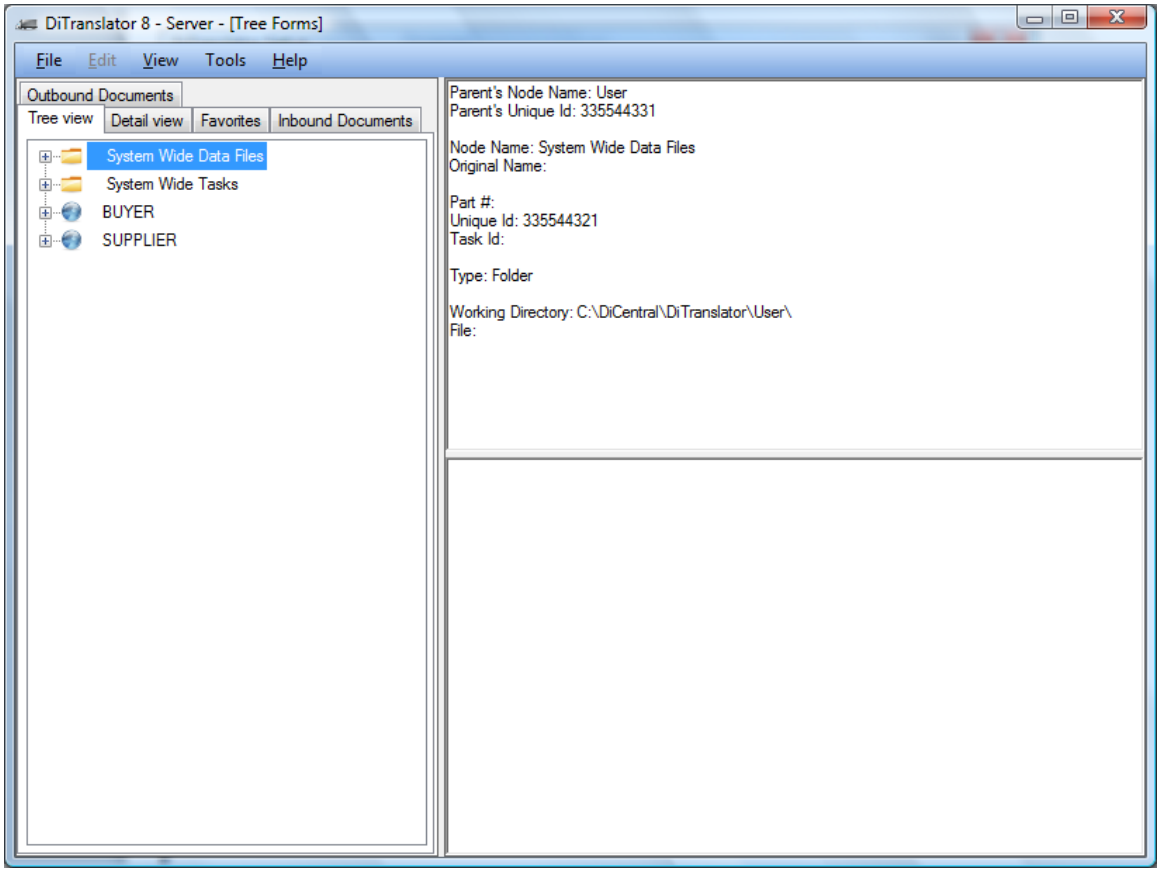

DiTranslator Wizard
The Trading Partner has not been fully Configured, the system will not be able to use this Trading Partner definition.
Do you still wish to exit?
Yes
No

*The new supplier that you have set up is displayed in the **DiTranslator Setup** window.*



10. Click **OK** to continue.

*The **DiTranslator 8 – Server** window is displayed.*



Note: You have completed loading the sample Network with Trading Partner Kits to DiTranslator. Refer to Chapter II for procedures to exchange sample 850, 810, and 997 among Buyer and Supplier.

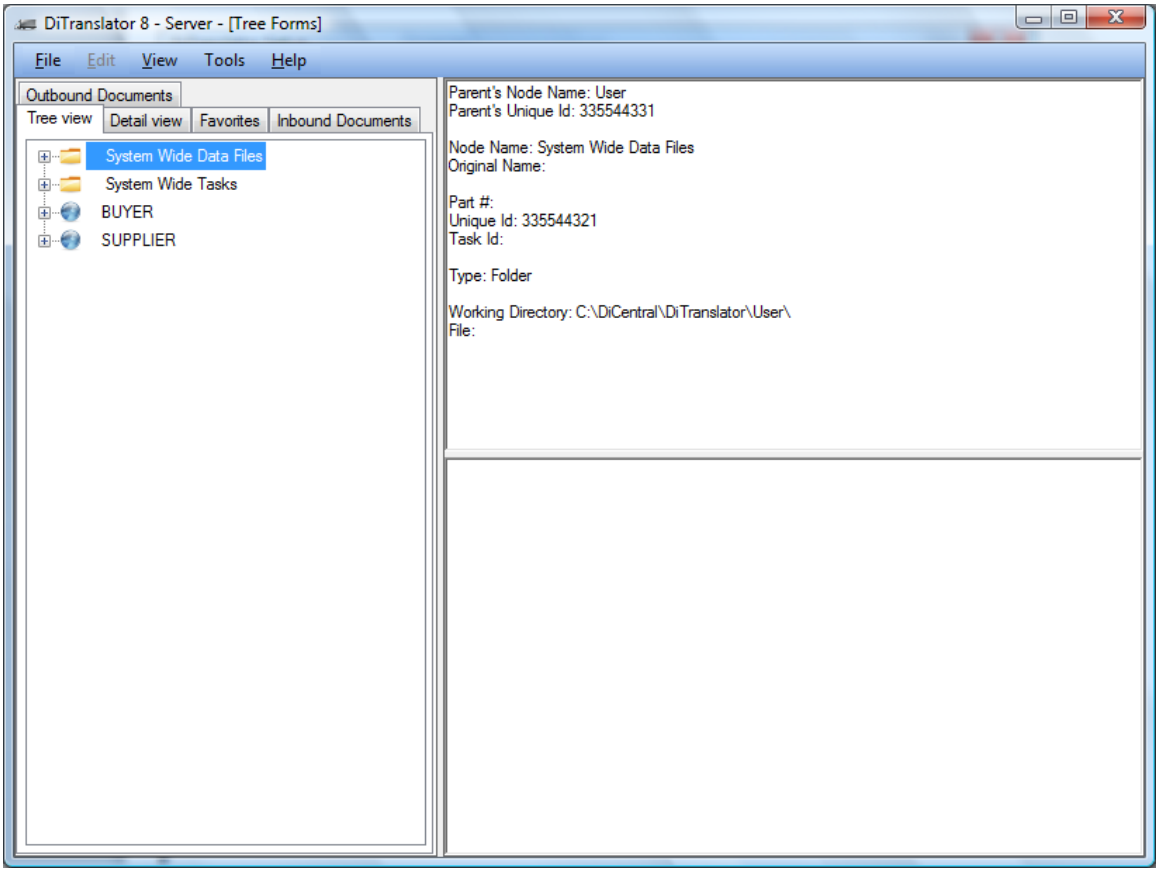
Chapter II: Sending an 850, 810, and 997

This topic provides a step-by-step procedure for sending the following EDI documents:

- 850 - Purchase Order
- 810 - Invoice
- 997 - Functional Acknowledgment

1.Sending an 850 and 997

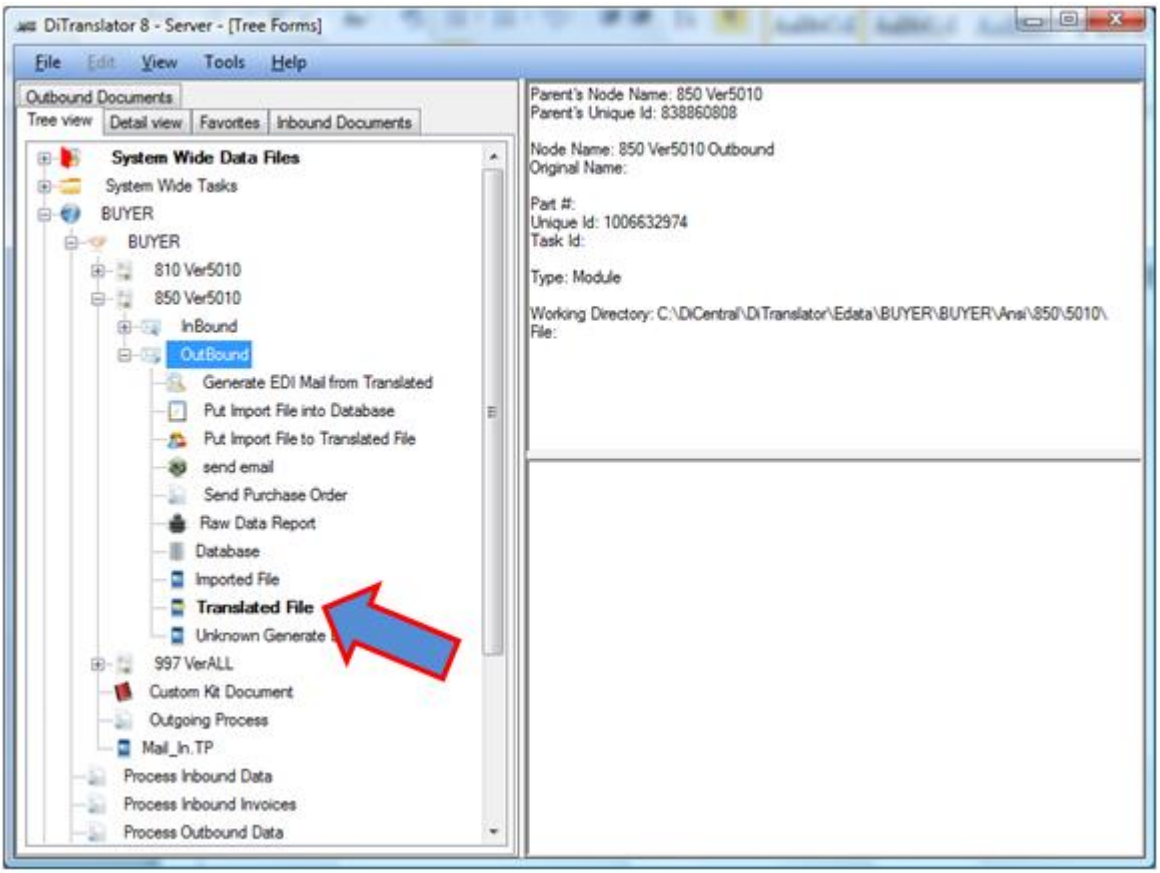
⇨ Start DiTranslator.



1.1 Sending an 850 from Buyer to Supplier

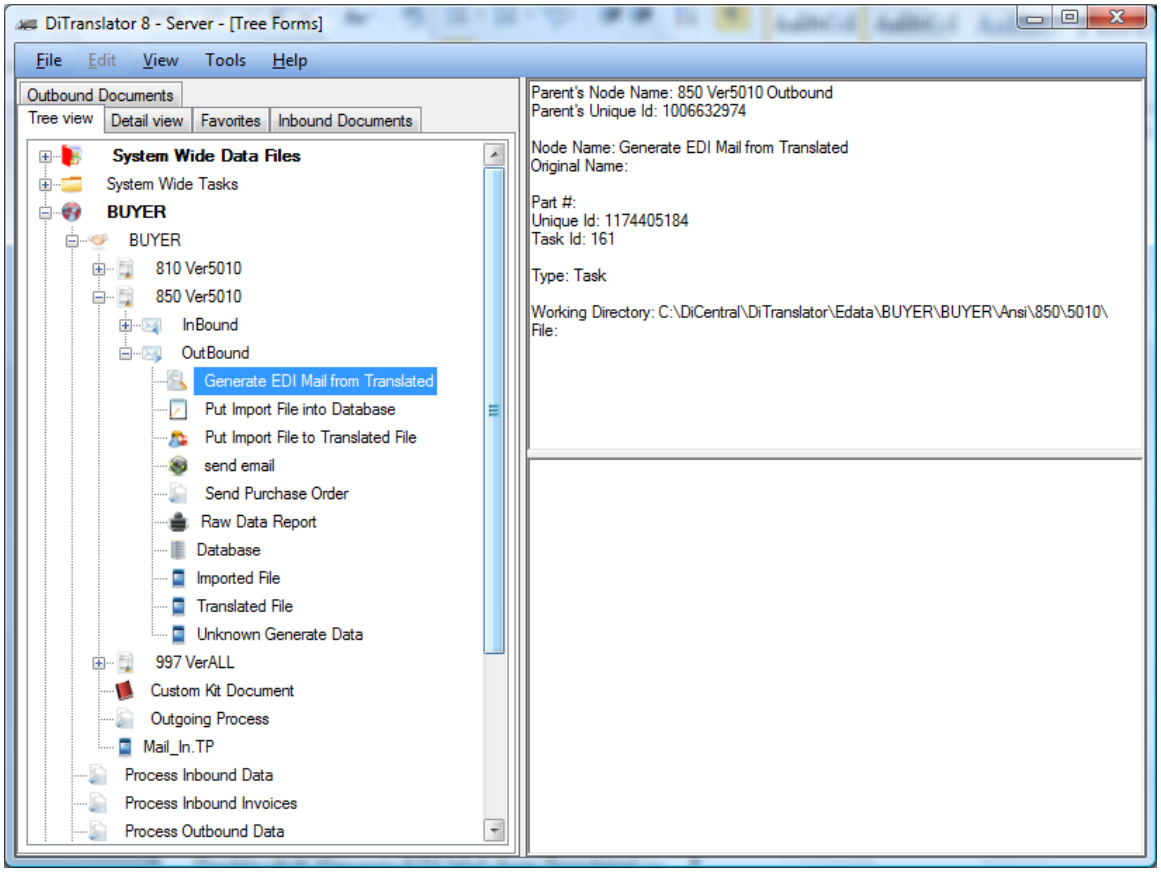
1. Navigate to **BUYER** > **BUYER** > **850Ver5010** > **OutBound**.

   *The **Translated File** folder is displayed in bold and contains an icon of a "red envelope". This means that there is a file in this object.*

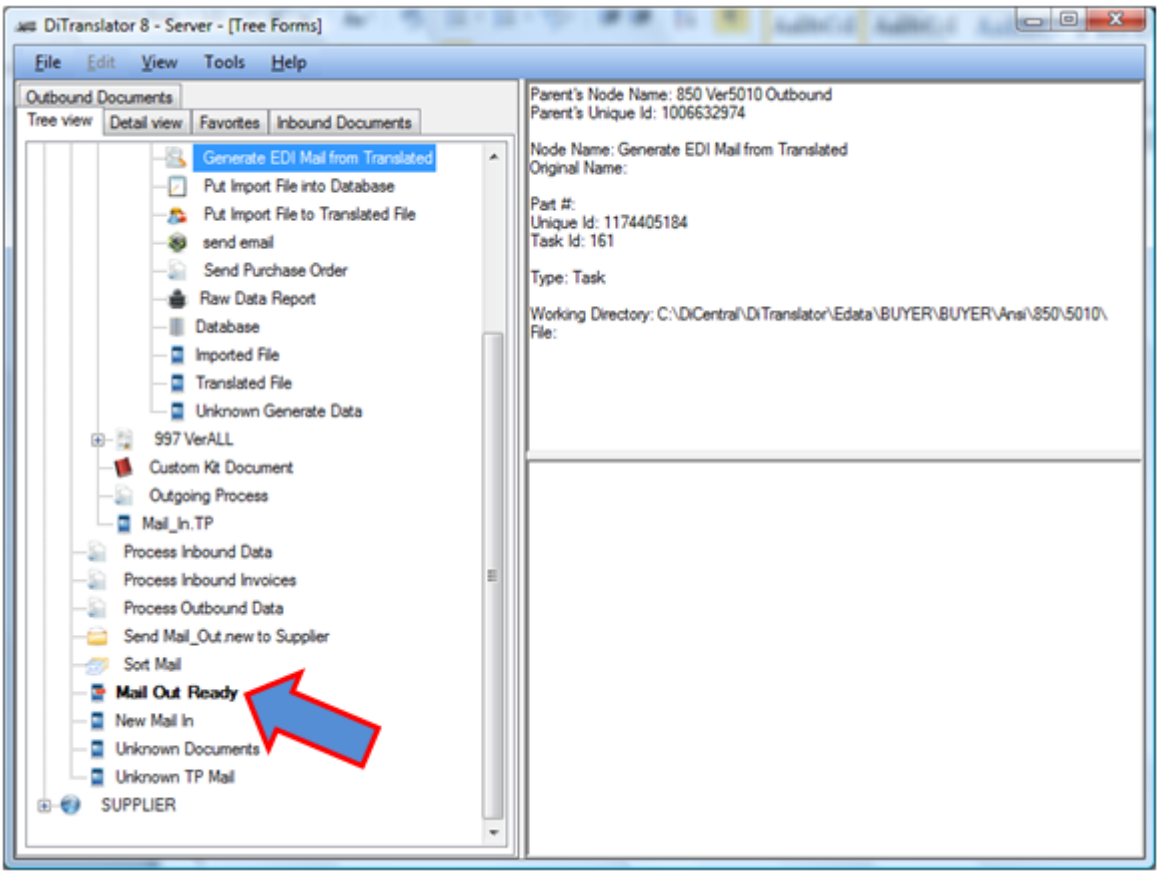


2. Double-click **Generate EDI Mail from Translated** to convert the 850 – Purchase Order to EDI.

   *The **Translated File** folder is no longer displayed in bold.*

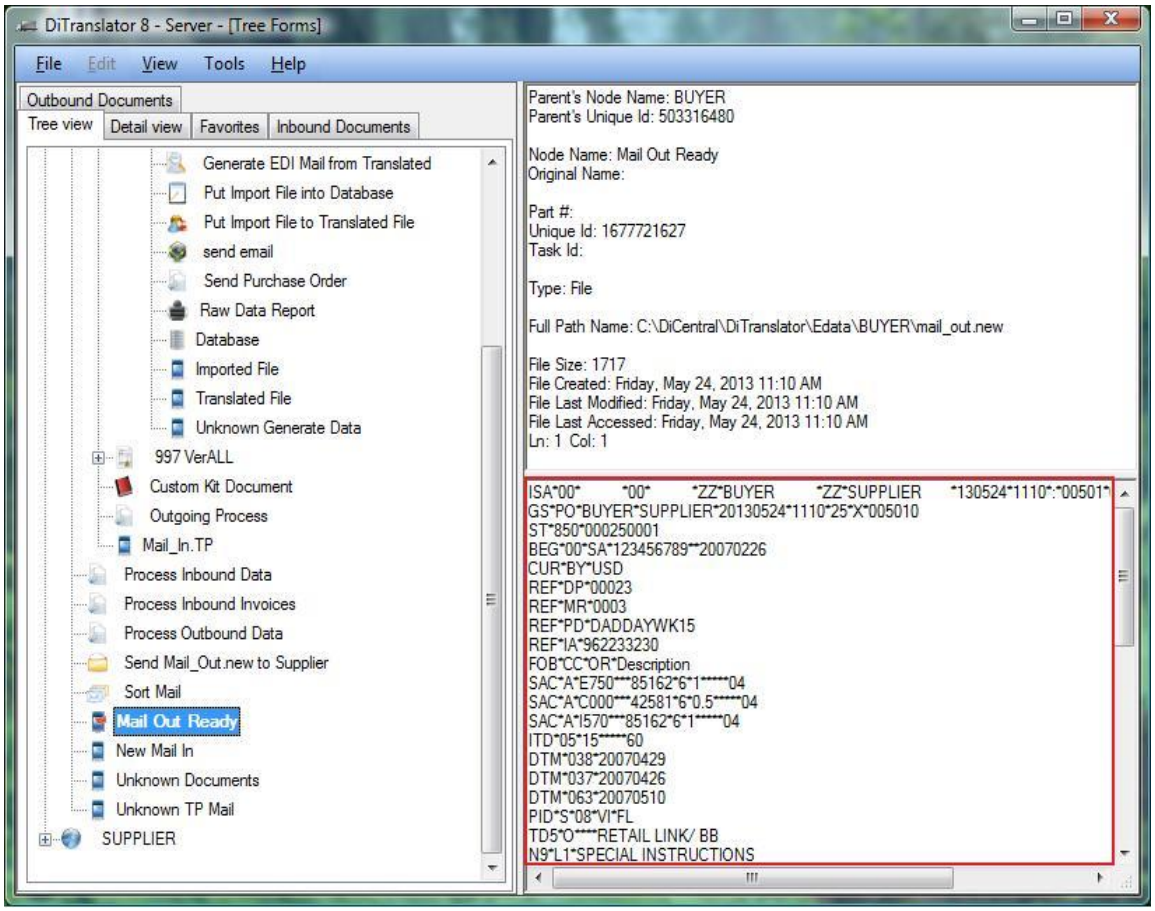


3. Scroll down and observe that the **Mail Out Ready** folder is displayed in bold. This means that the folder contains a file that is ready to be sent out to the Supplier. In this case, the file is an 850 - Purchase Order.

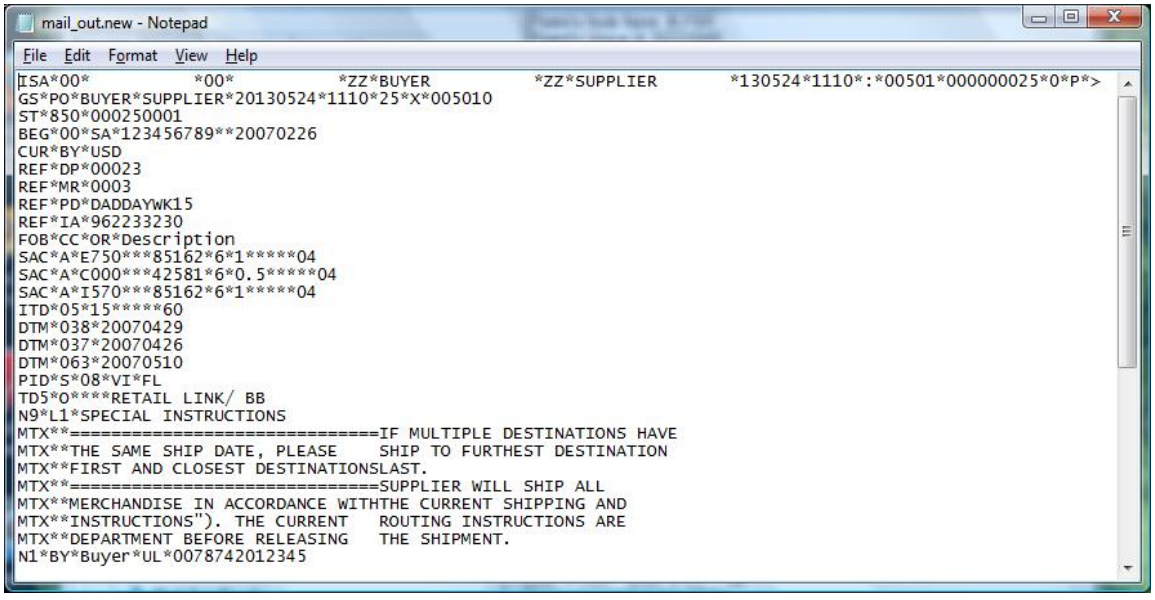


4. To view the 850 – Purchase order, click the **Mail Out Ready** folder.

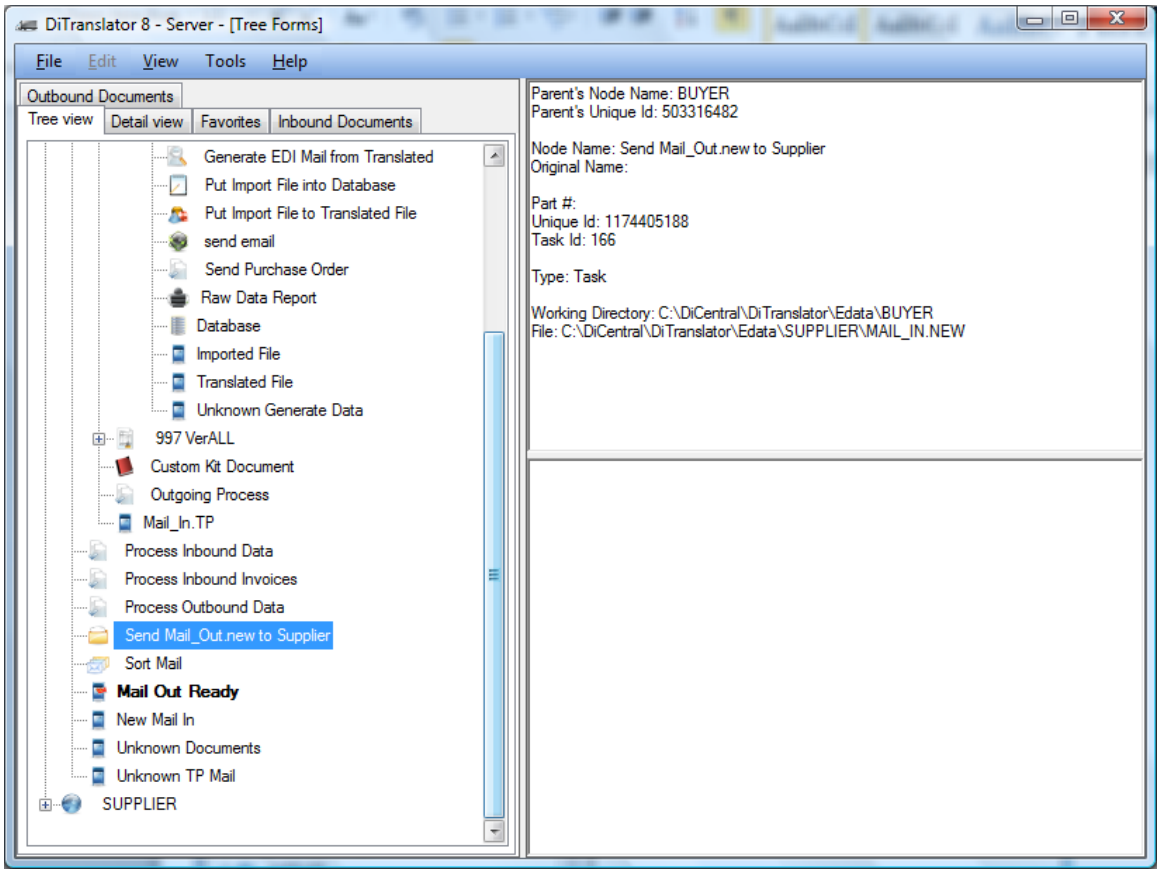
The 850 – Purchase Order is displayed in the lower right pane.



Note: You can also double-click **Mail Out Ready** to view the document as a text file in Notepad.



5. Double-click **Send Mail_Out.new to Supplier** to send the file in **Mail Out Ready** to the Supplier.

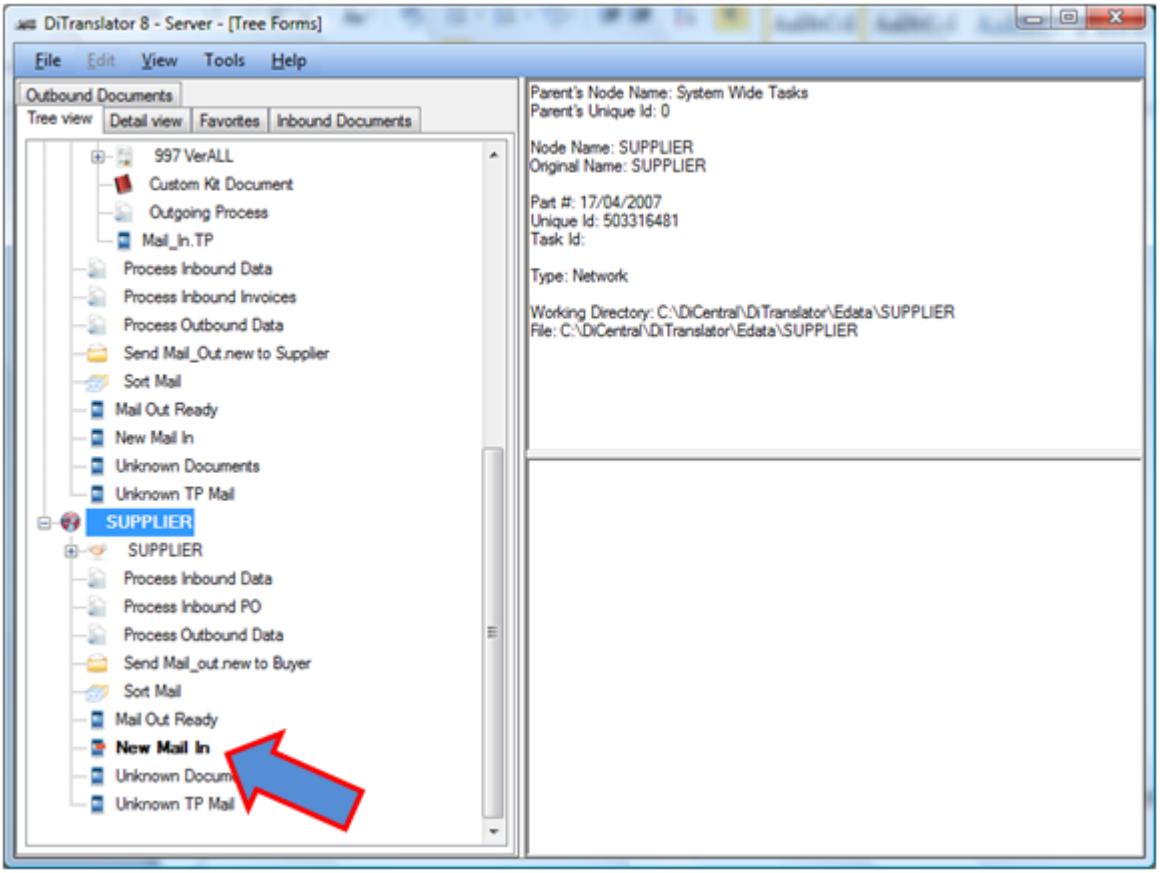


*The **Mail Out Ready** folder is no longer displayed in bold. This means that the 850 - Purchase Order has been transmitted from the Buyer to the Supplier.*

1.2 Receiving the 850 and Sending a 997

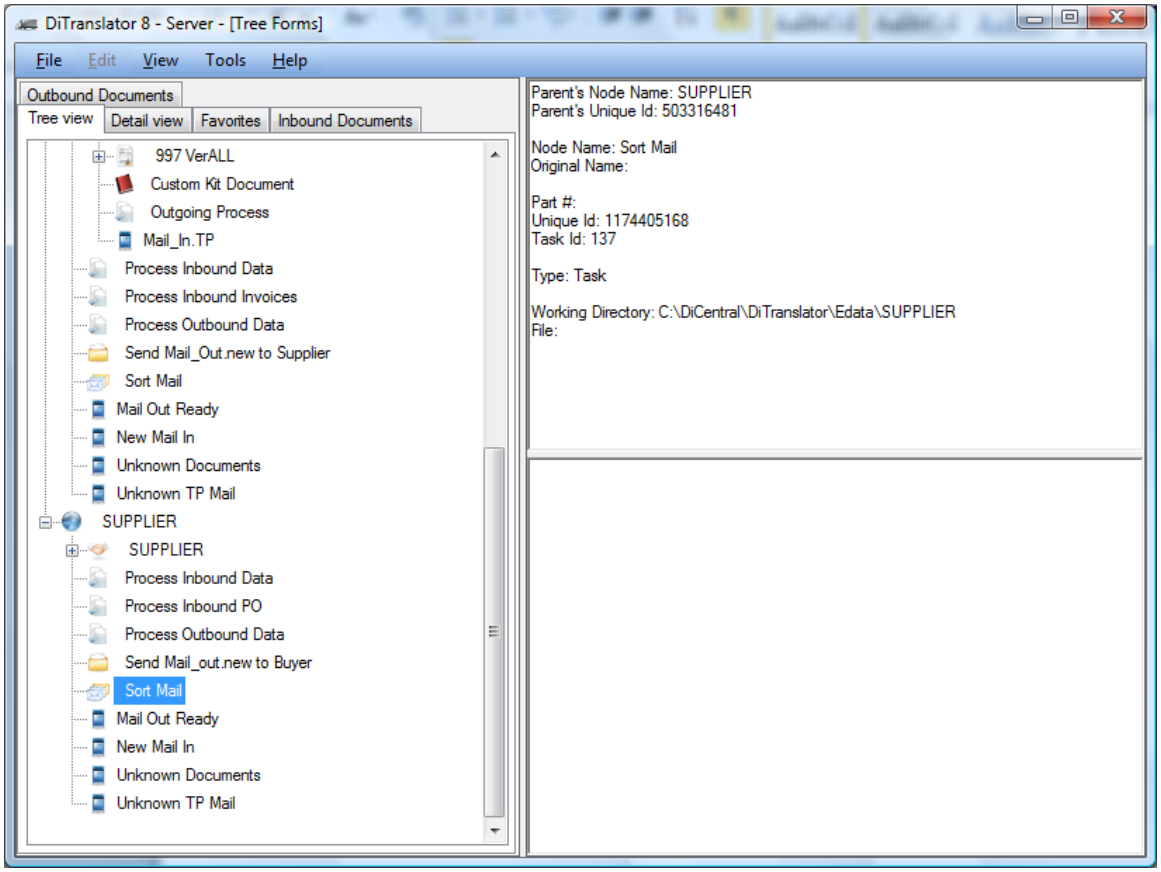
1. Navigate to **SUPPLIER** > **SUPPLIER**.

   *The **New Mail In** folder is displayed in bold. This means that new mail has arrived. In this case, it is an 850 - Purchase Order from the Buyer.*



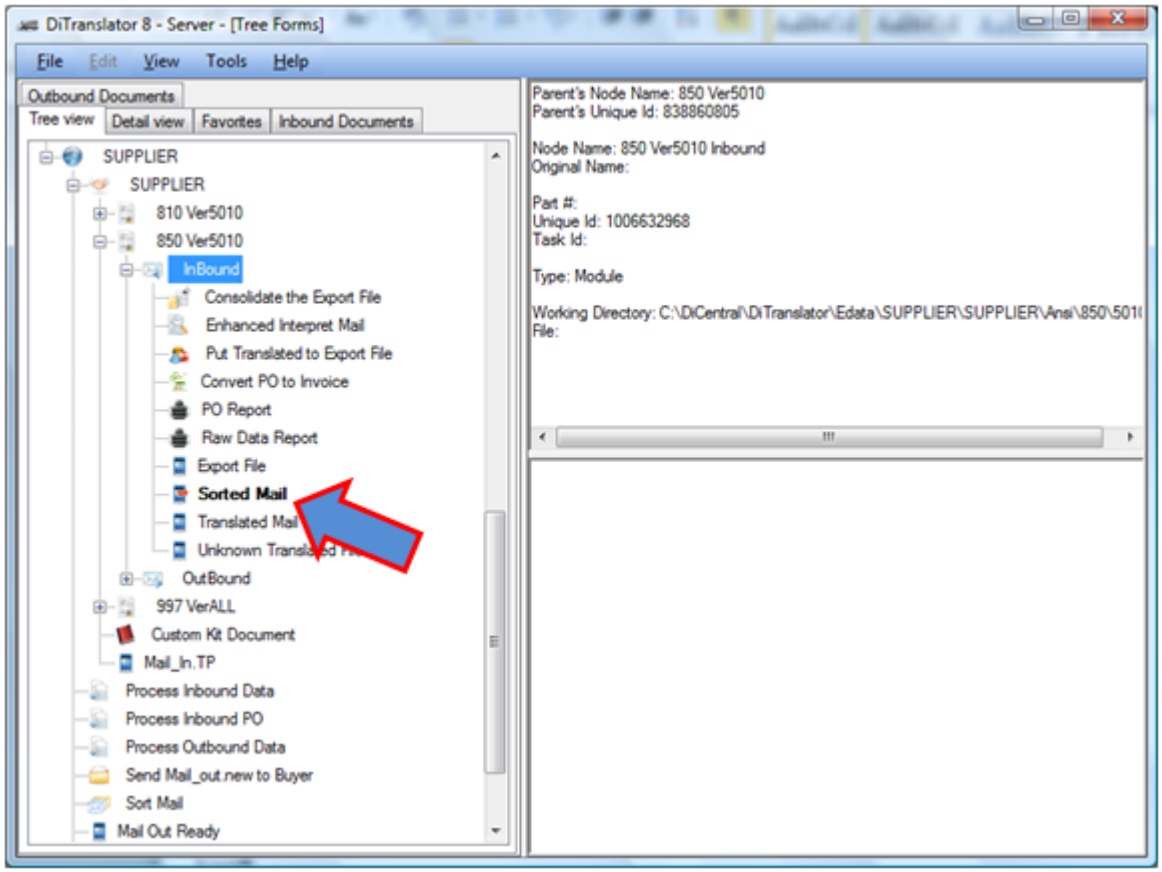
2. Double-click **Sort Mail**. This function will sort your mails and distribute them to their corresponding folders.

   *The **New Mail In** folder is no longer displayed in bold. This means that the Buyer's 850 - Purchase Order has been moved to the Supplier's incoming 850 folder.*

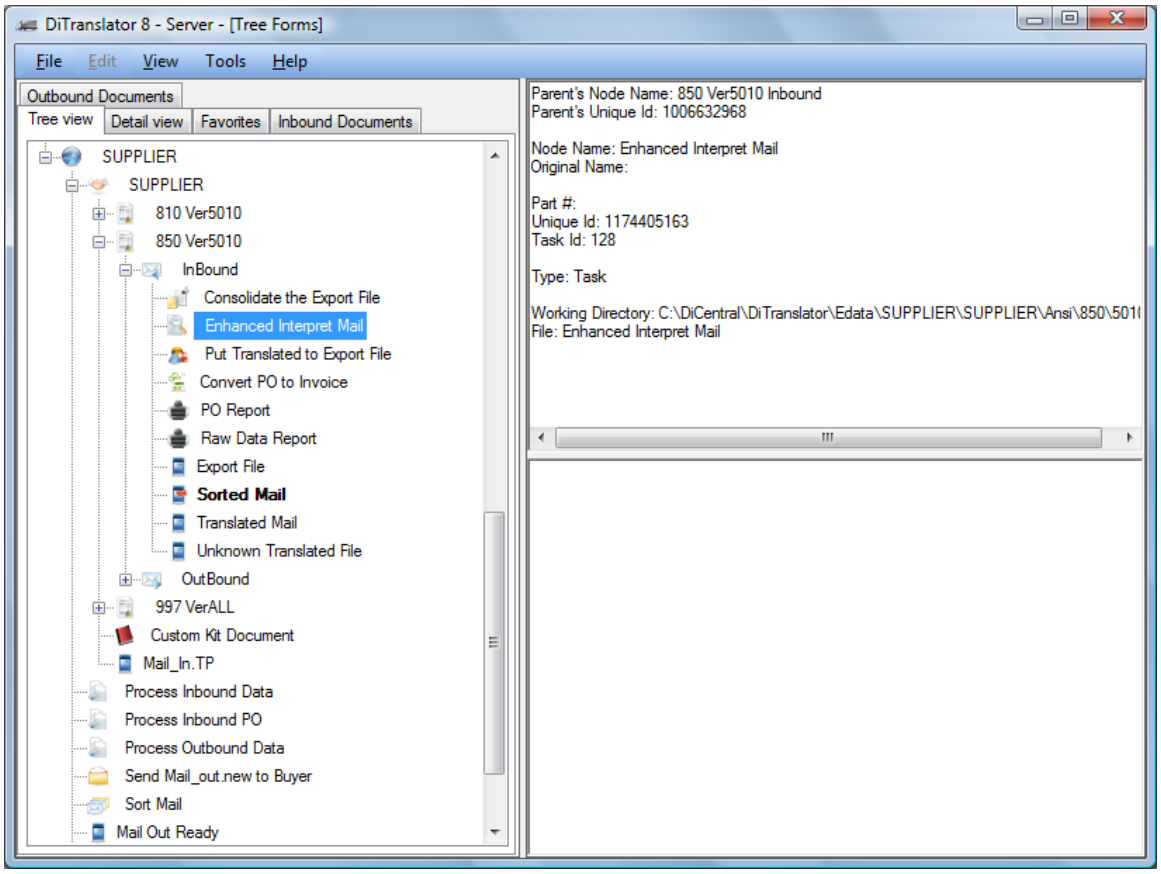


3. Navigate to **SUPPLIER** > **SUPPLIER** > **850Ver5010** > **Inbound**.

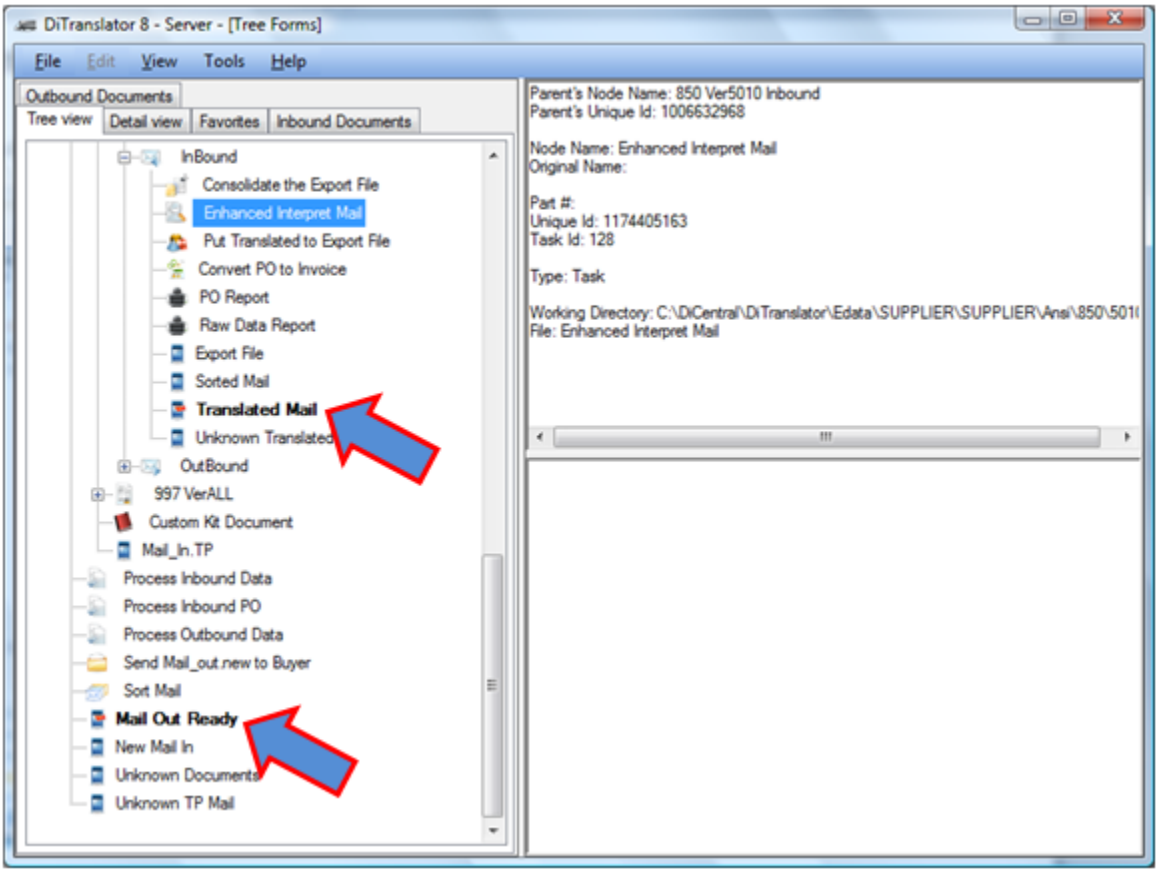
*The **Sorted Mail** folder is displayed in bold. This means there is new mail. In this case, it's 850 – Purchase Order from the Buyer.*



4. Double-click **Enhanced Interpret Mail** to translate the 850 – Purchase Order to user-friendly English and create a 997 - Functional Acknowledgment to send back to the Buyer.

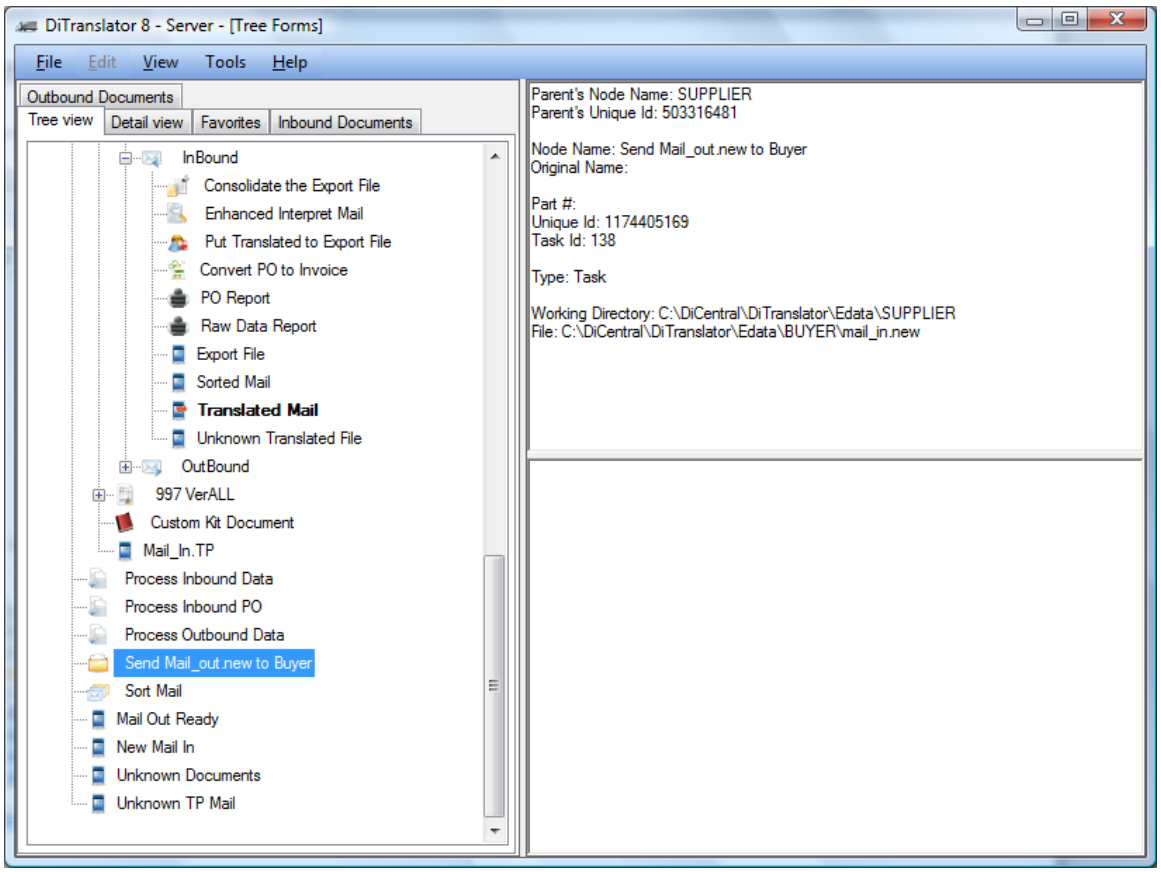


*The **Sorted Mail** folder is no longer displayed in bold. The **Translated Mail** folder is now displayed in bold because the 850 – Purchase Order has just been successfully translated, as well as the **Mail Out Ready** folder because the 997 - Functional Acknowledgment has been processed.*



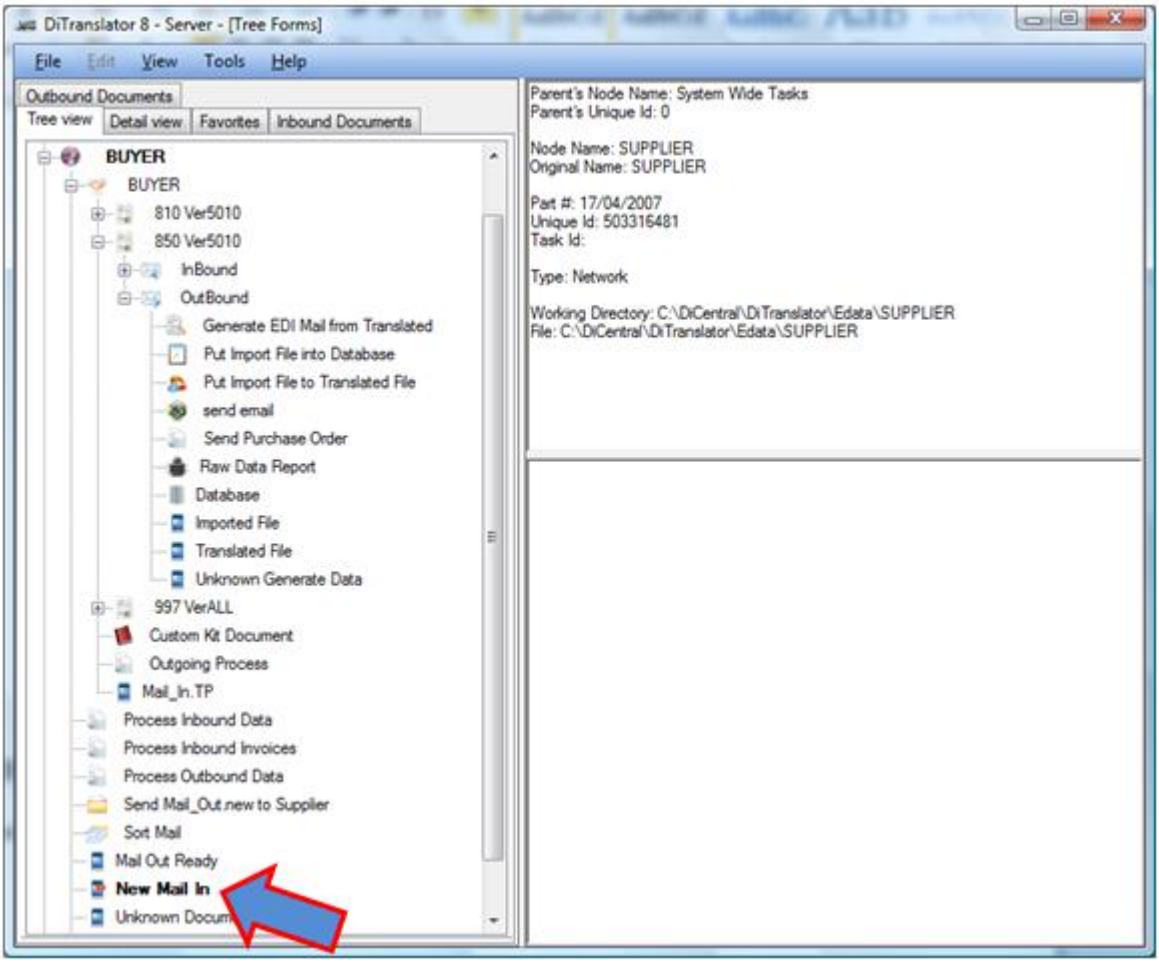
5. Double-click **Send Mail_out.new to Buyer**.

*The **Mail Out Ready** folder is no longer displayed in bold. This means that the 997 – Functional Acknowledgement has been successfully sent to the Buyer.*



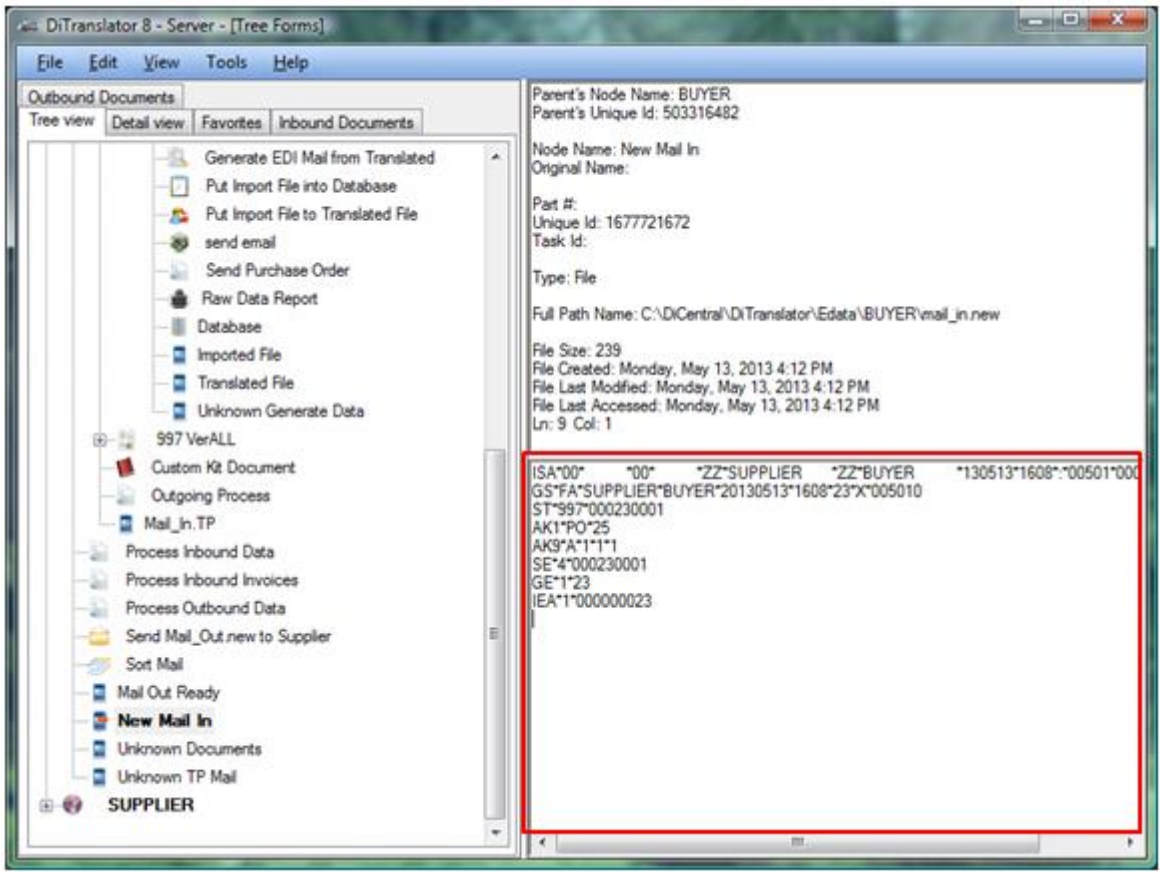
1.3 Verifying Receipt of the 997

1. Scroll up to **BUYER** and observe that the **New Mail In** folder is displayed in bold. This means that the 997 - Functional Acknowledgment has been received by the Buyer.

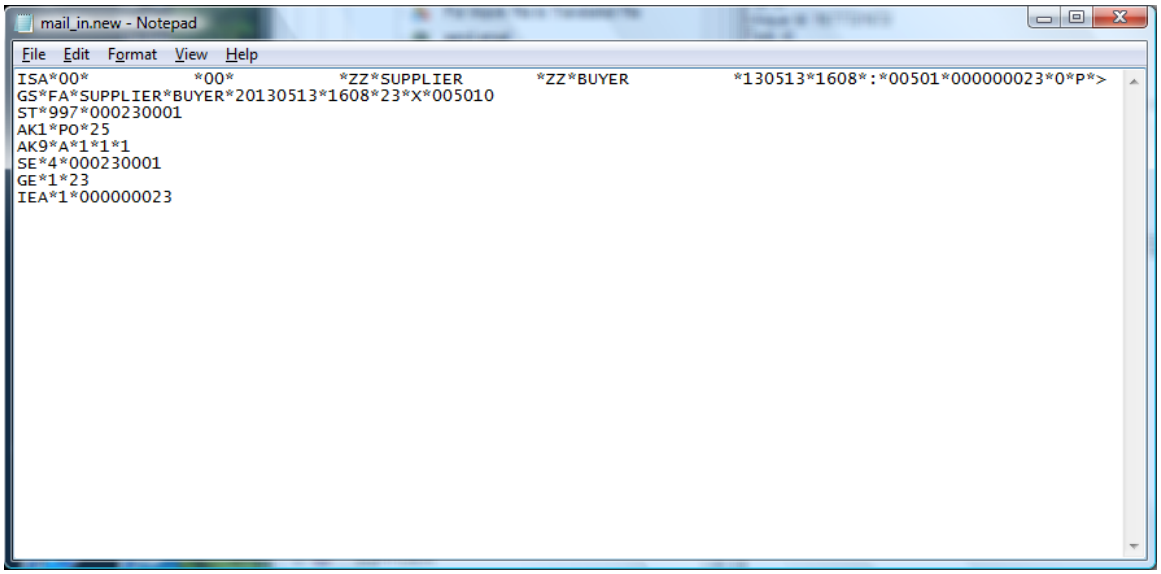


2. To view the 997 - Functional Acknowledgment, click the **New Mail In** folder.

   The 997 - Functional Acknowledgment is displayed in the lower right pane.

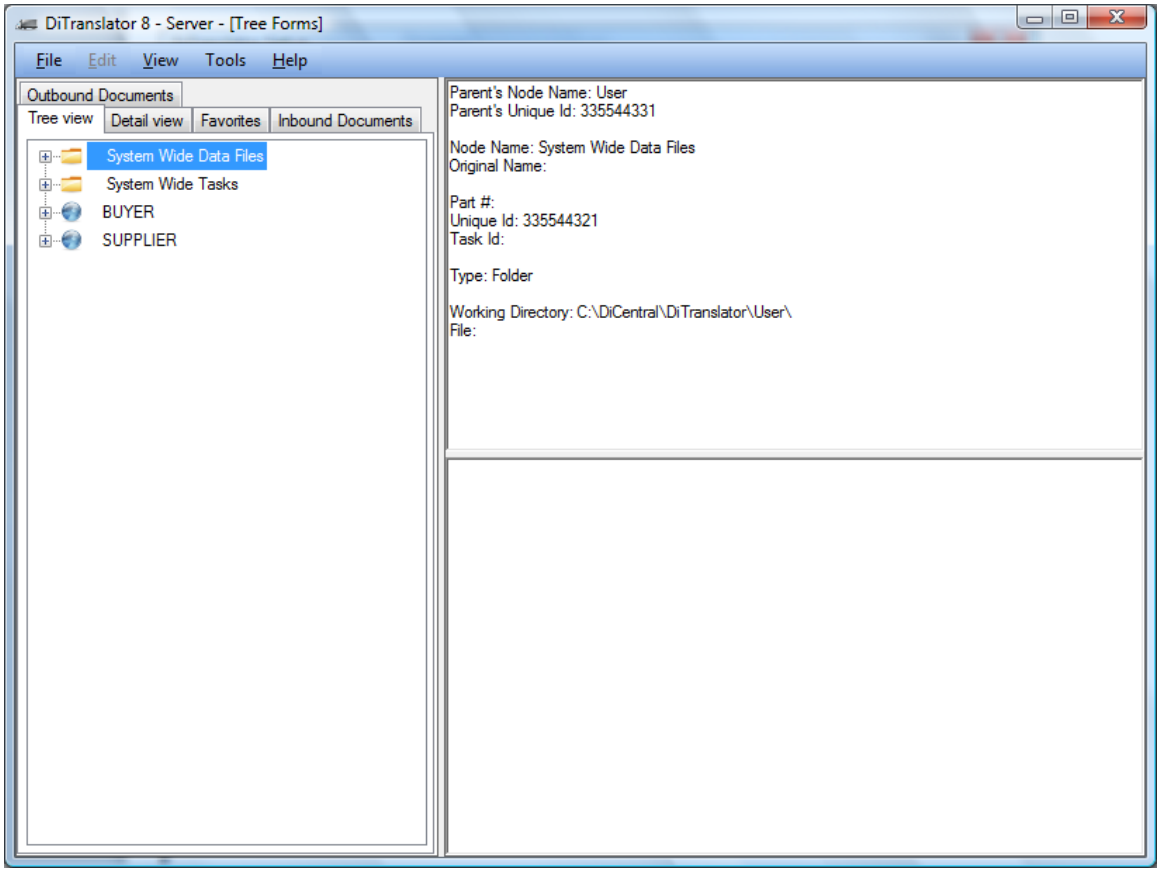


Note: You can also double-click **New Mail In** to view the document as a text file in Notepad.



2.Sending an 810 and 997

⇨ Start DiTranslator.

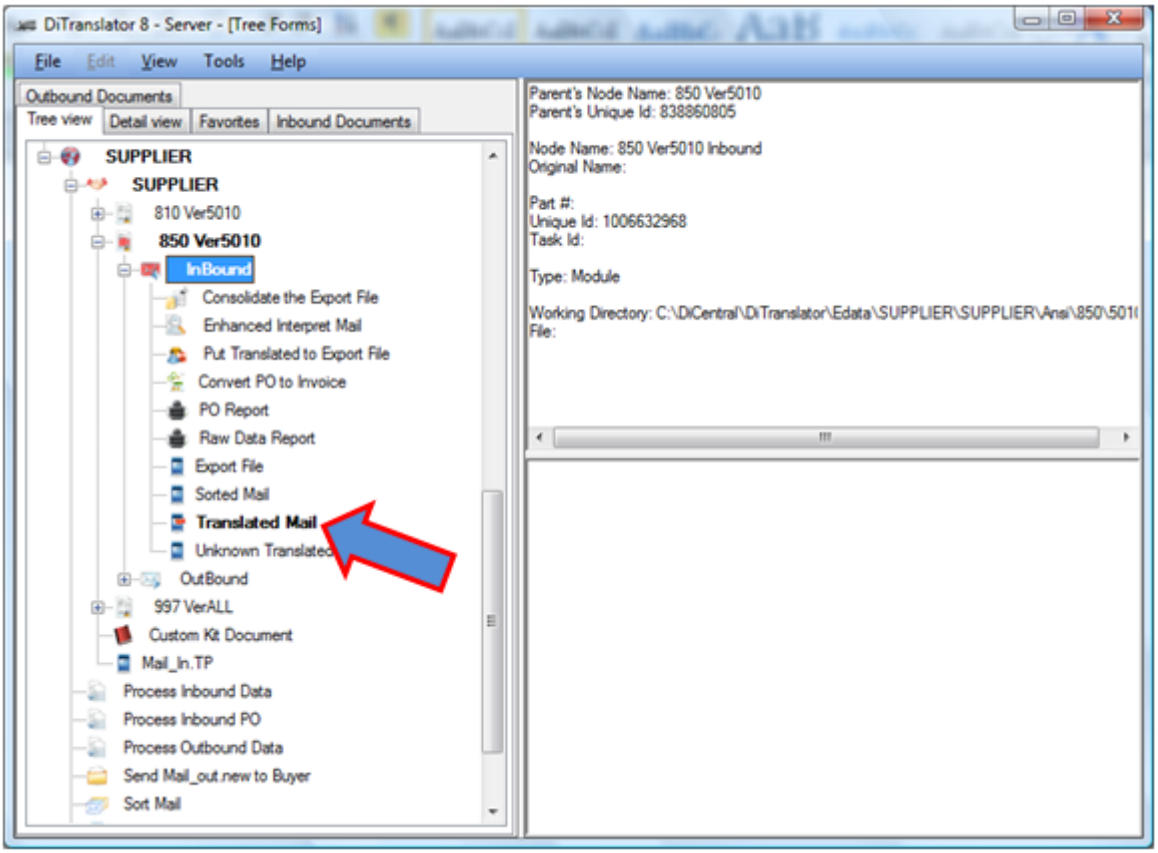


2.1 Sending an 810 from Supplier to Buyer

1. Navigate to **SUPPLIER** > **SUPPLIER** > **850Ver5010** > **InBound**.

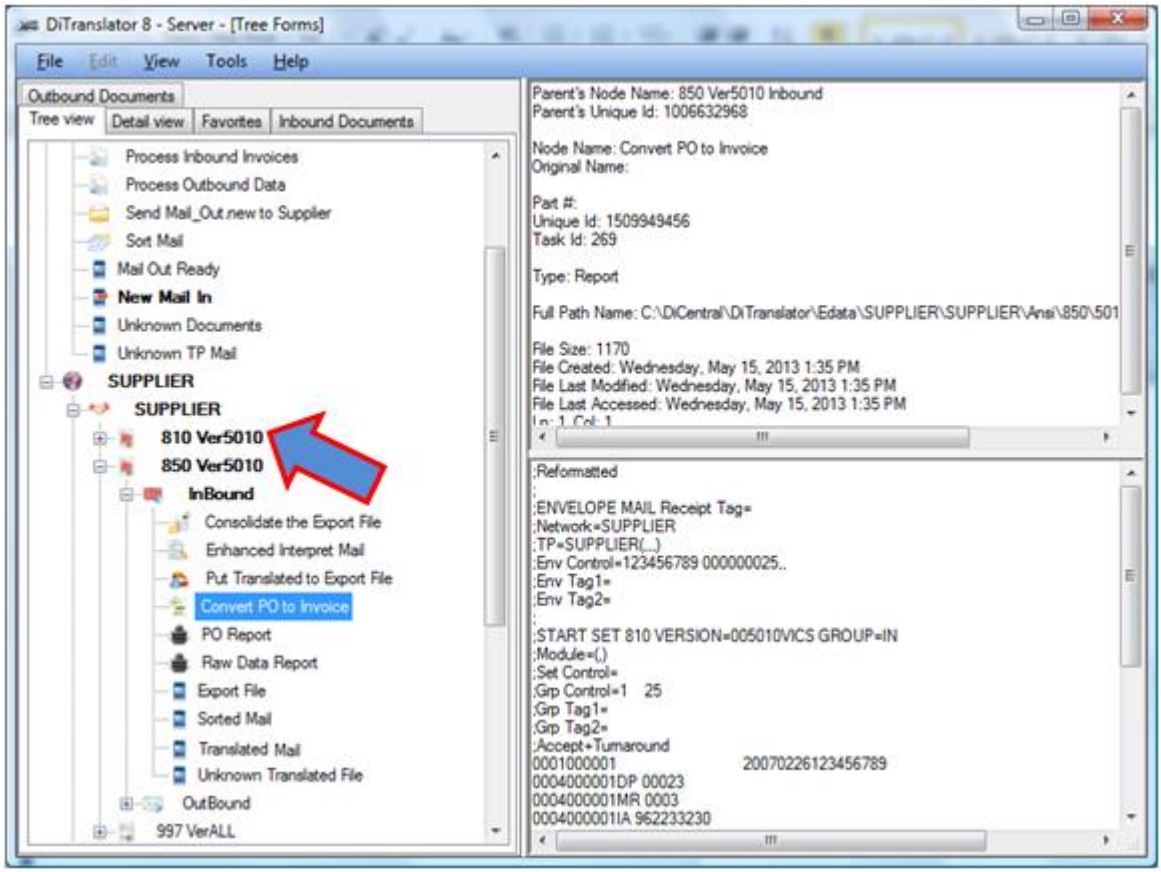
   *The **Translated File** folder is displayed in bold.*

Note: The **Translated Mail** needs to be configured to archive processed mail. In order to do so, right-click on **Translated Mail**, click **Properties**, click **Configuration**, select **Archive Mail**, and then click **Save**.



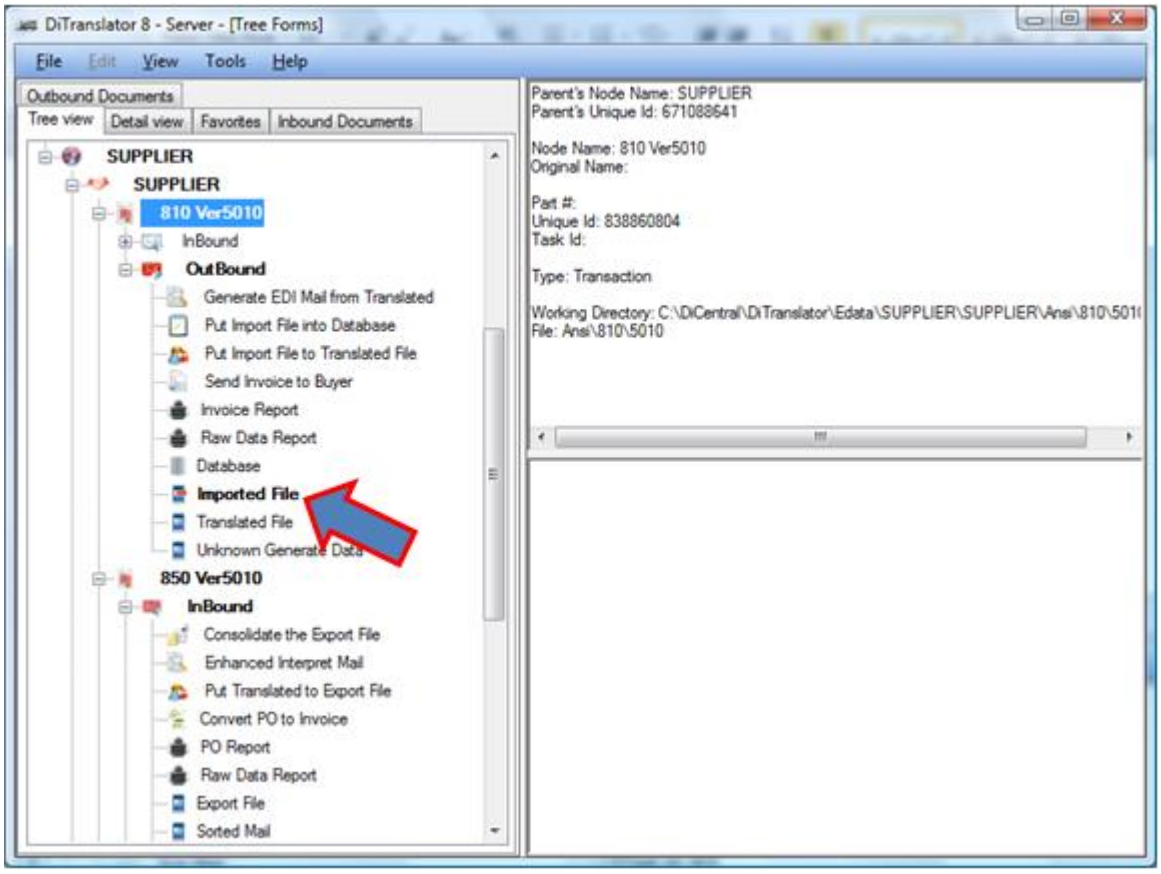
2. Double-click **Convert PO to Invoice**.

   *The **Translated Mail** is no longer displayed in bold. This means that the 810 - Invoice is generated and the **810 Ver5010** folder is displayed in bold.*



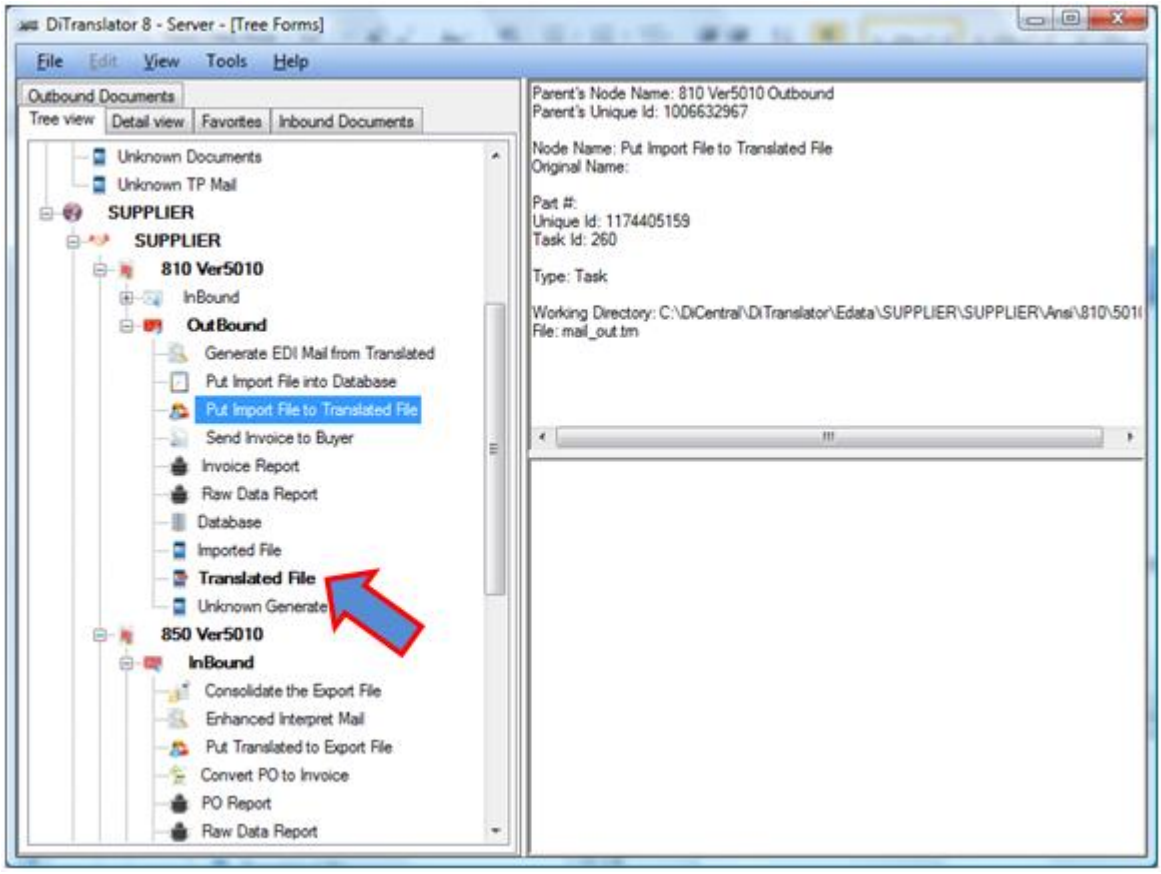
3. Navigate to **SUPPLIER** > **SUPPLIER** > **810 Ver5010** > **OutBound**.

*The **Imported File** folder is displayed in bold. This means that the new mail has arrived. In this case, it is the recently-created 810 - Invoice.*



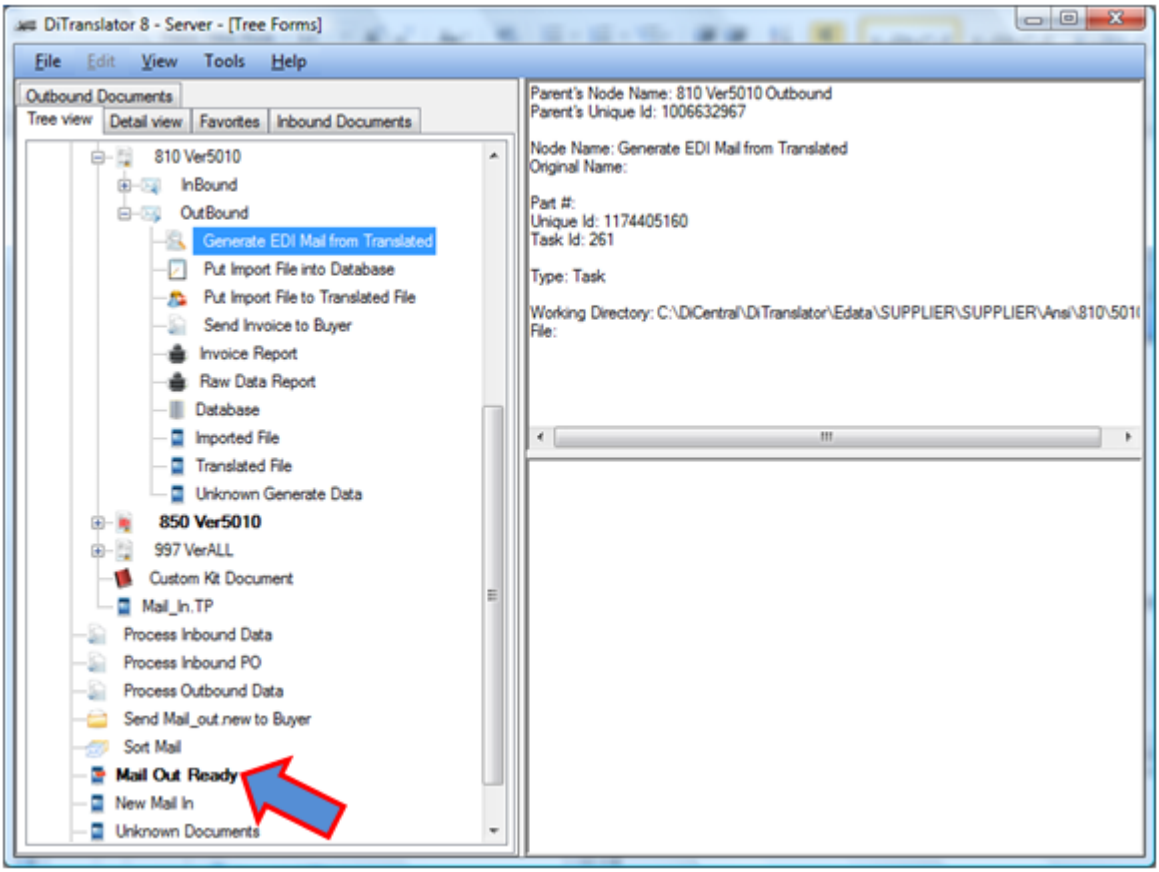
4. Double-click **Put Import File to Translated File.**

   *The **Imported File** folder is no longer displayed in bold. The **Translated File** folder is now displayed in bold.*



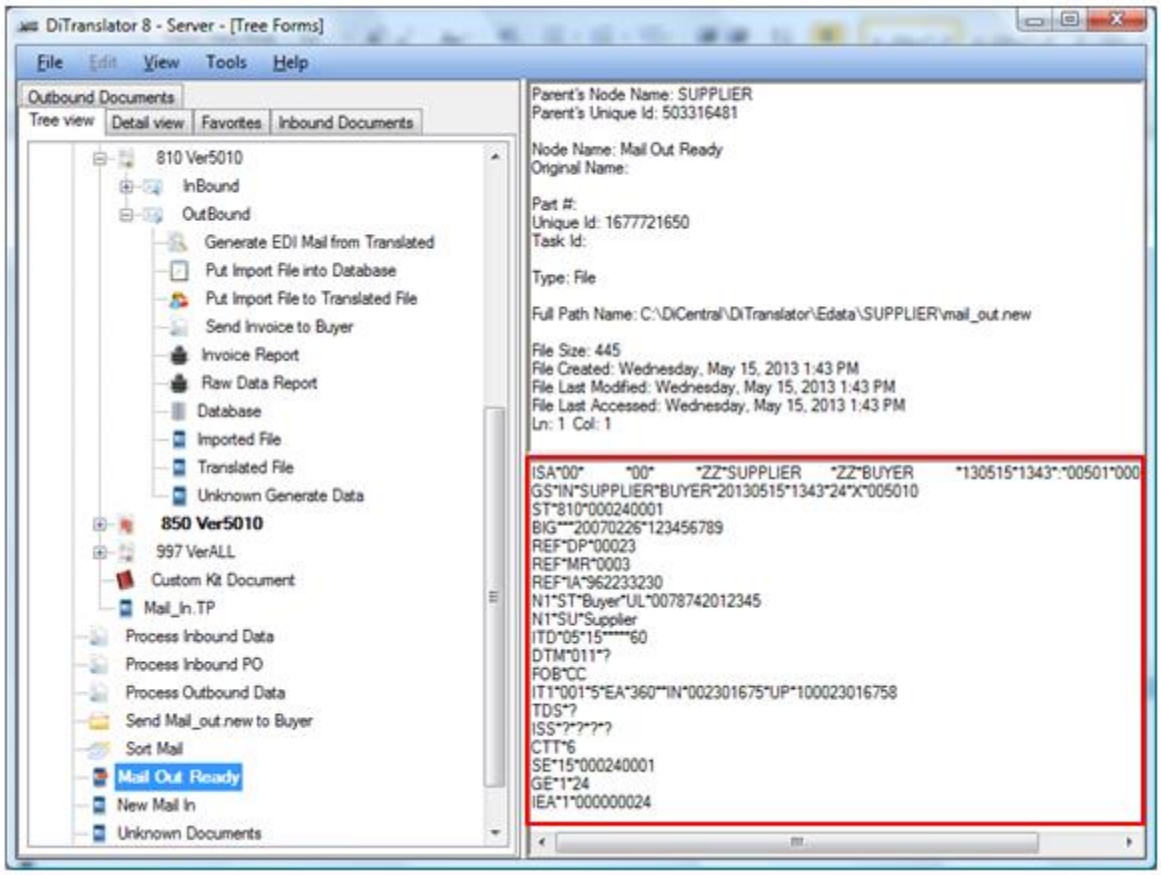
5. Double-click **Generate EDI Mail from Translated** to translate the 810 - Invoice to EDI.

   *The **Mail Out Ready** folder is displayed in bold. This means that the EDI 810 - Invoice is ready to be sent to the Buyer.*

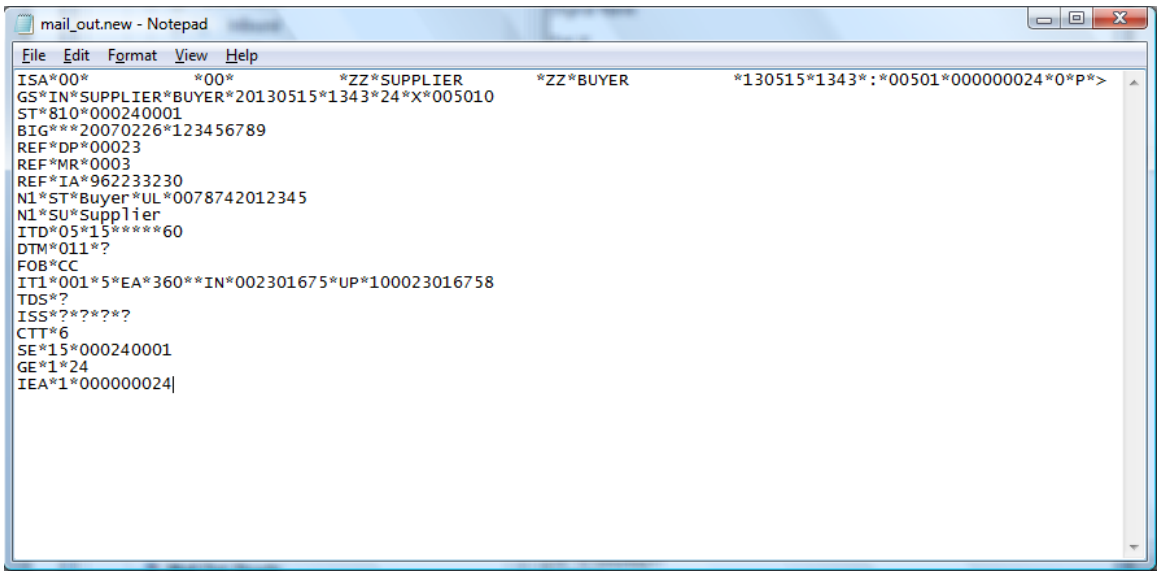


6. To view the 810 - Invoice that has been generated, click the **Mail Out Ready** folder.

The 810 - Invoice is displayed in the lower right pane.

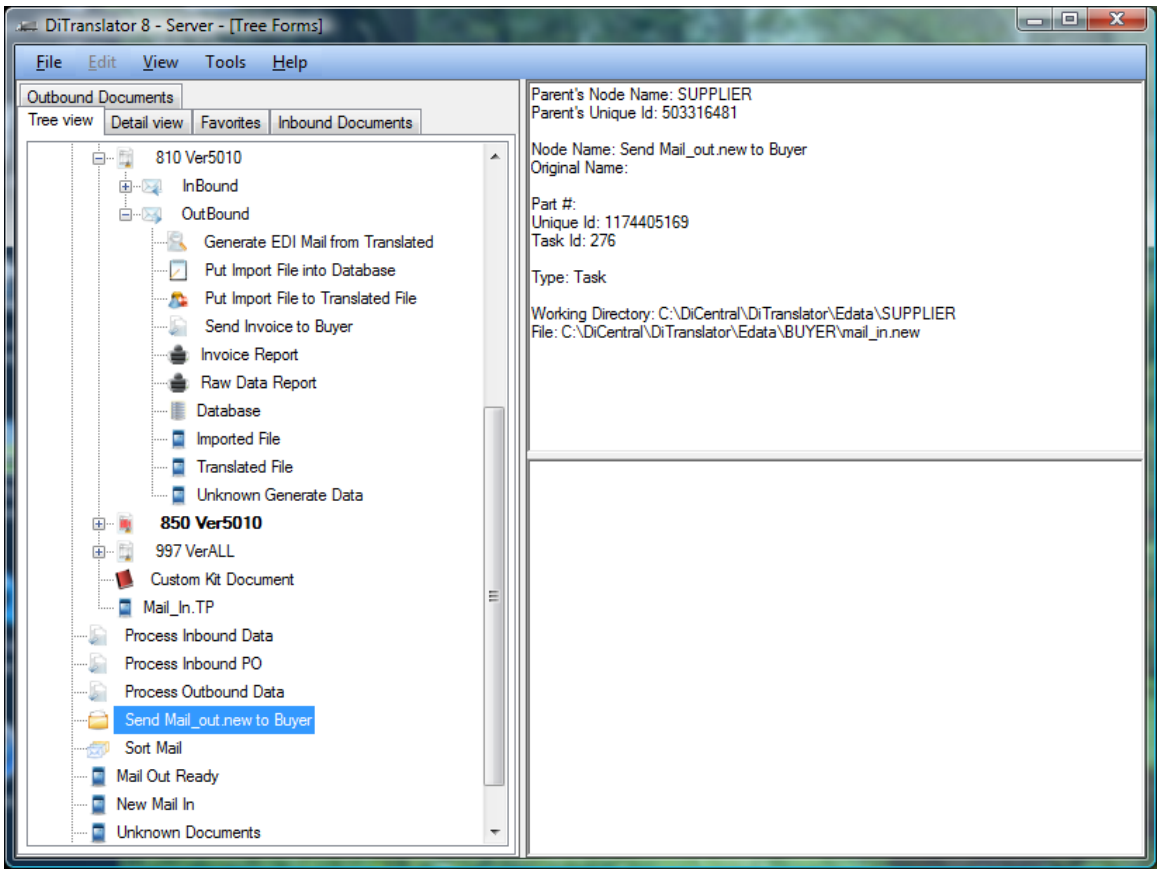


Note: You can also double-click **Mail Out Ready** to view the document as a text file in Notepad.



7. Double-click **Send Mail_out.new to Buyer** to send the 810 - Invoice to Buyer.

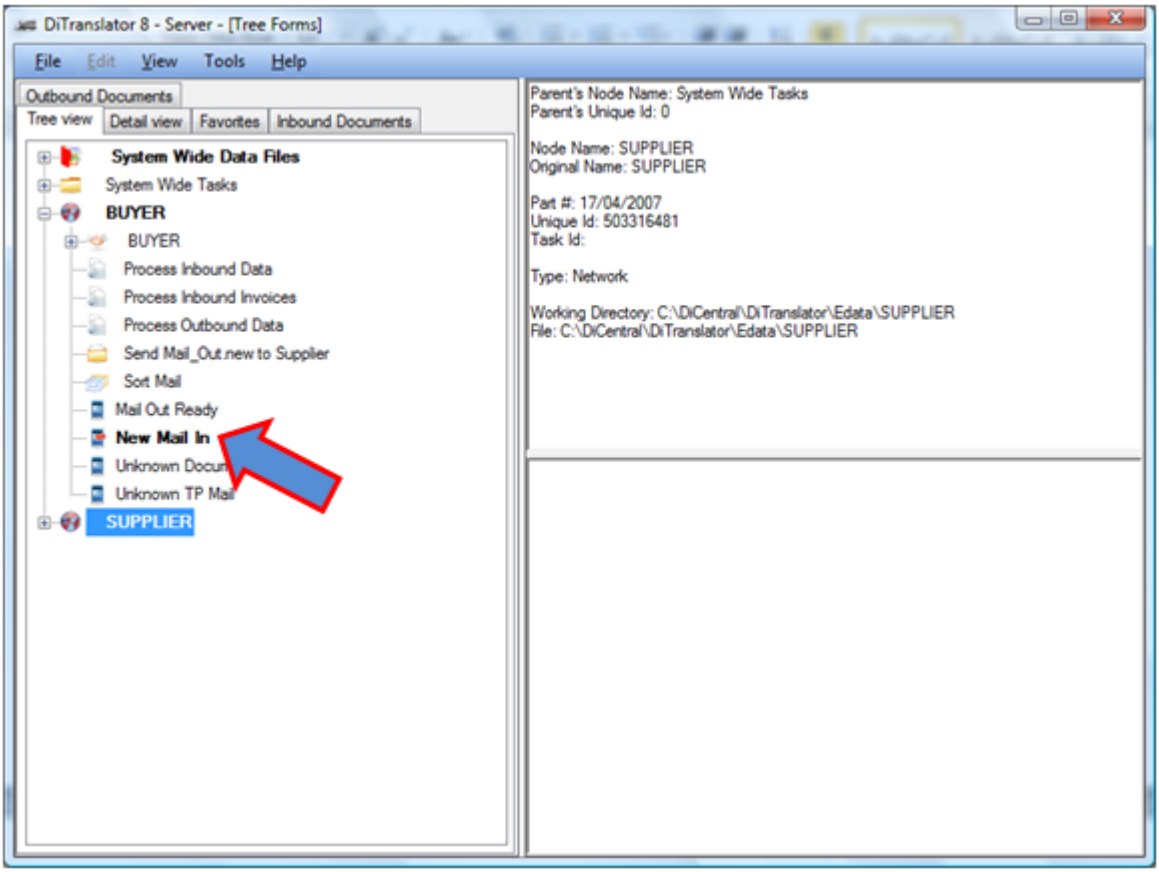
   *The **Mail Out Ready** folder is no longer displayed in bold. This means that the 810 – Invoice has successfully been transmitted to the Buyer.*



2.2 Receiving 810 and Sending 997

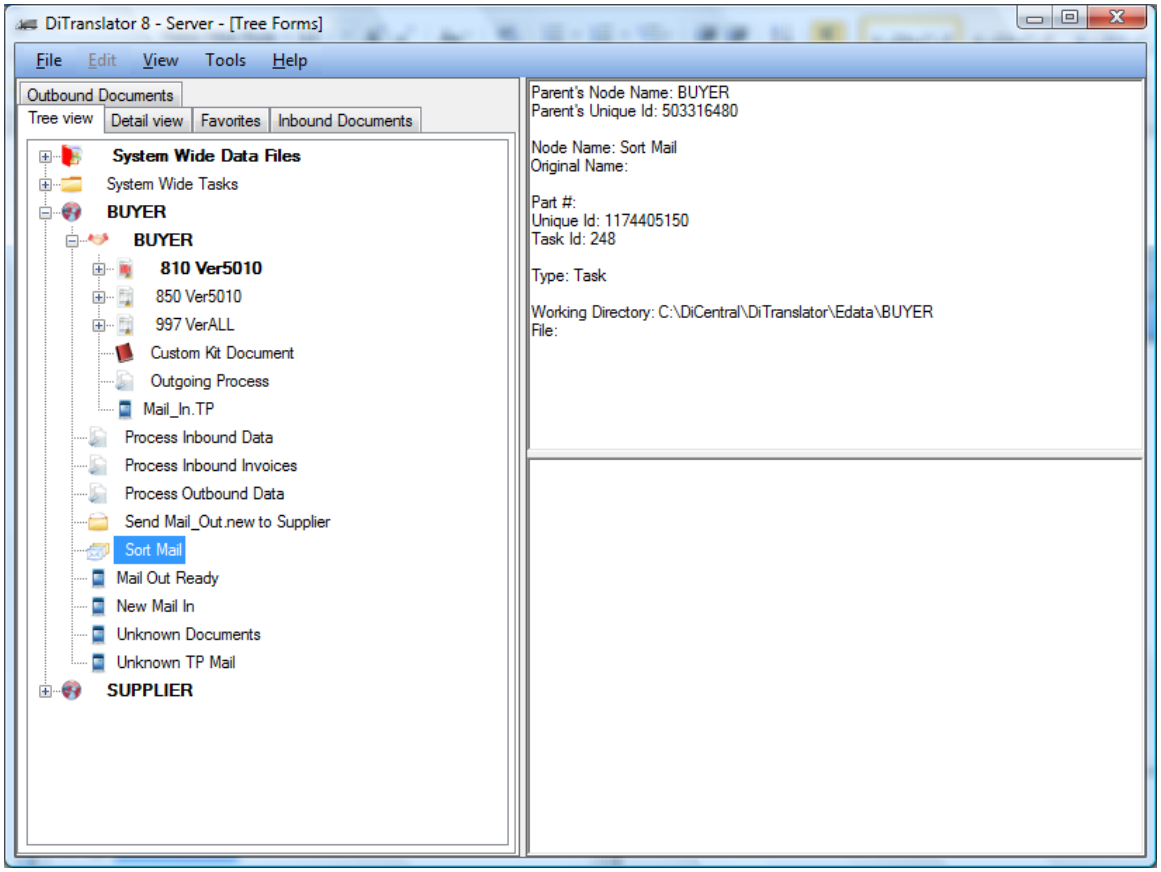
1. Navigate to **BUYER** > **BUYER**.

   *The **New Mail In** folder is displayed in bold.*



2. Double-click **Sort Mail**. This function will sort and distribute mails to the corresponding folder(s).

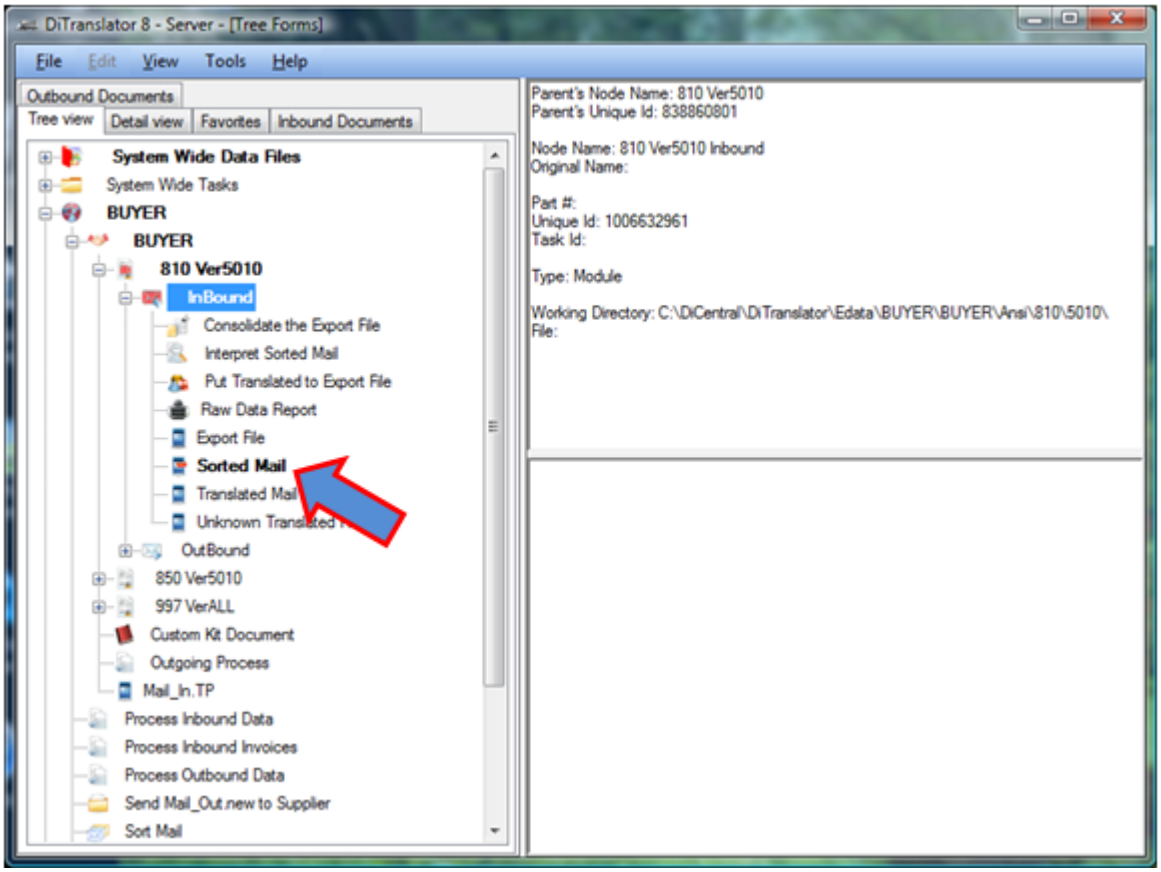
*The **Sort Mail** folder is no longer displayed in bold.*



3. Navigate to **BUYER** > **BUYER** > **810 Ver5010** > **Inbound**.

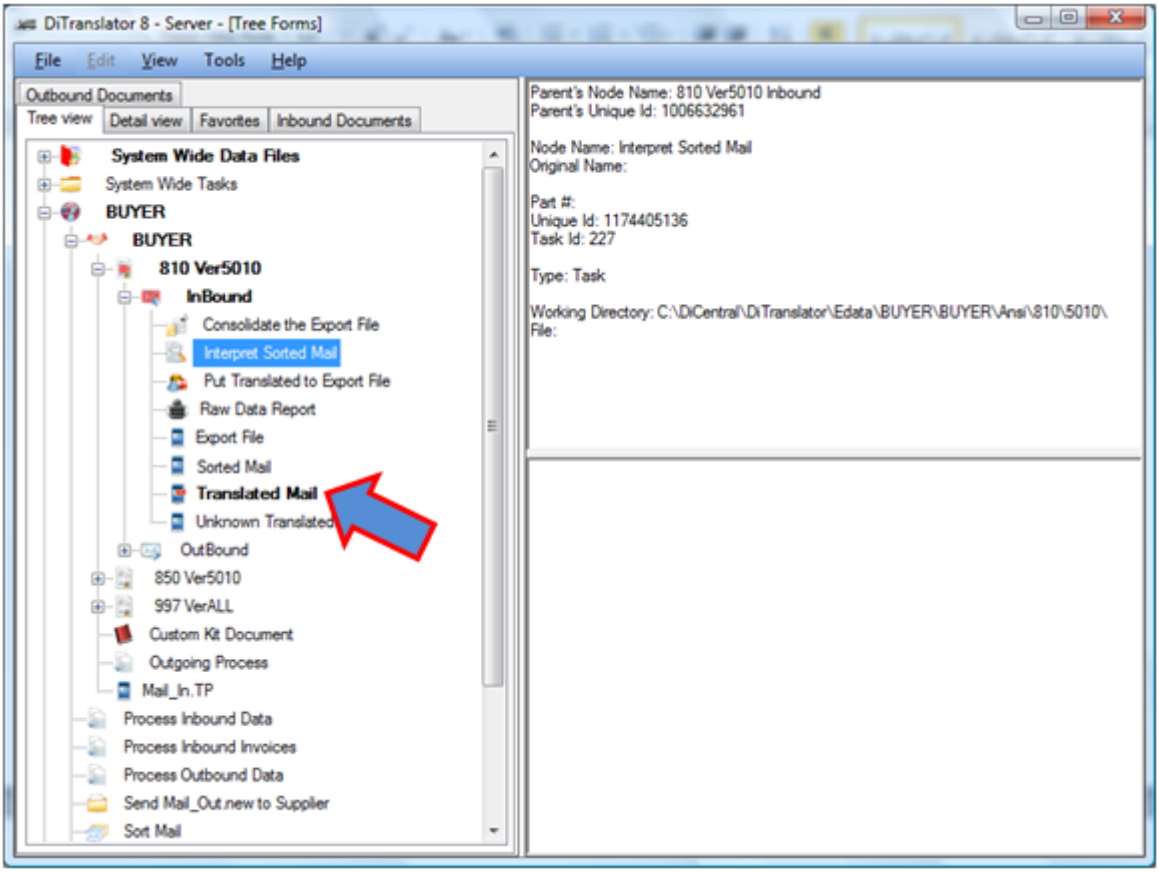
*The **Sorted Mail** folder is displayed in bold. This means that the 810 - Invoice has been successfully sorted.*

Note: *The **Sorted Mail** needs to be configured so once the mail has been processed, the mail will be archived and the **Sorted Mail** can be un-bold. In order to do so, right-click the **Sorted Mail**, click **Properties**, click **Configuration**, select **Archive Mail**; then click **Save** to complete.*

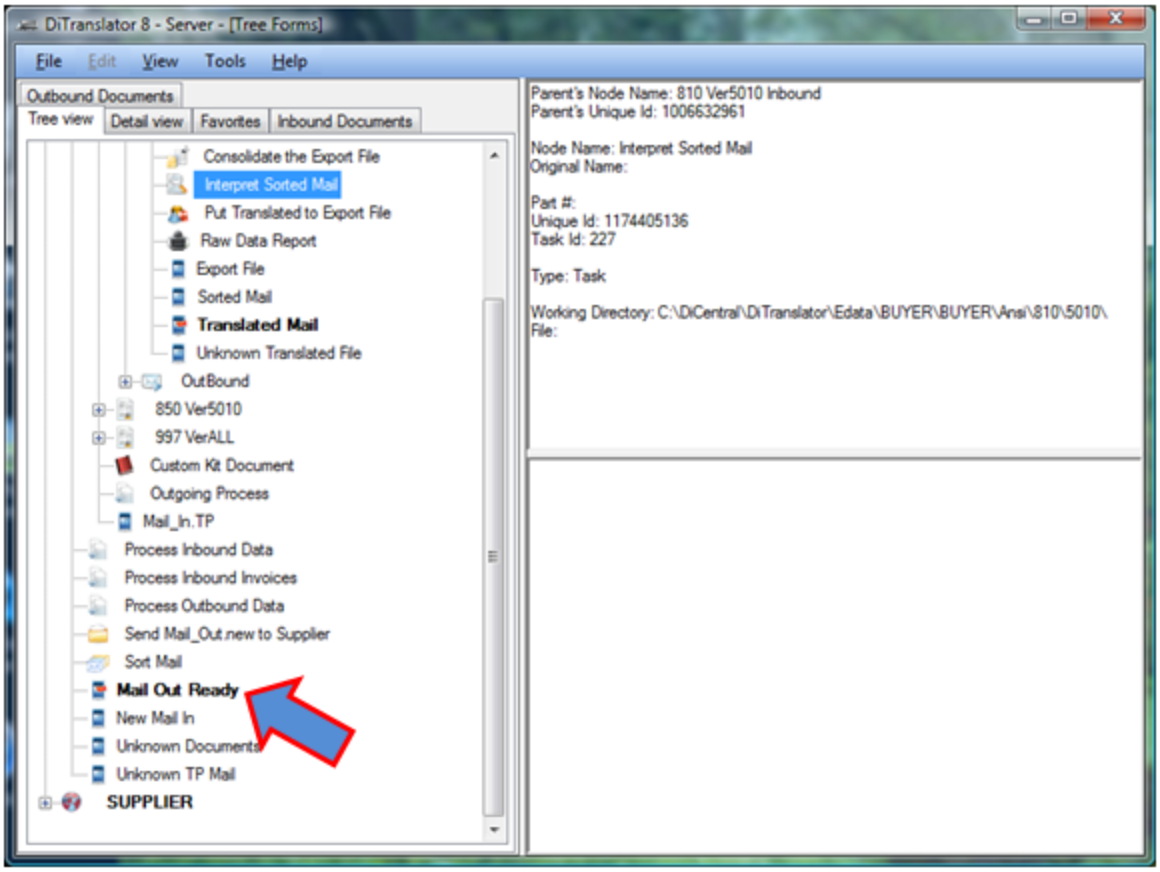


4. Double-click **Interpret Sorted Mail** to translate the 810 – Invoice to user-friendly English and create a 997- Functional Acknowledgment to send back to the Seller.

   *The **Sorted Mail** is no longer in bold. The **Translated Mail** is displayed in bold. This means the 810 – Invoice has successfully been translated.*

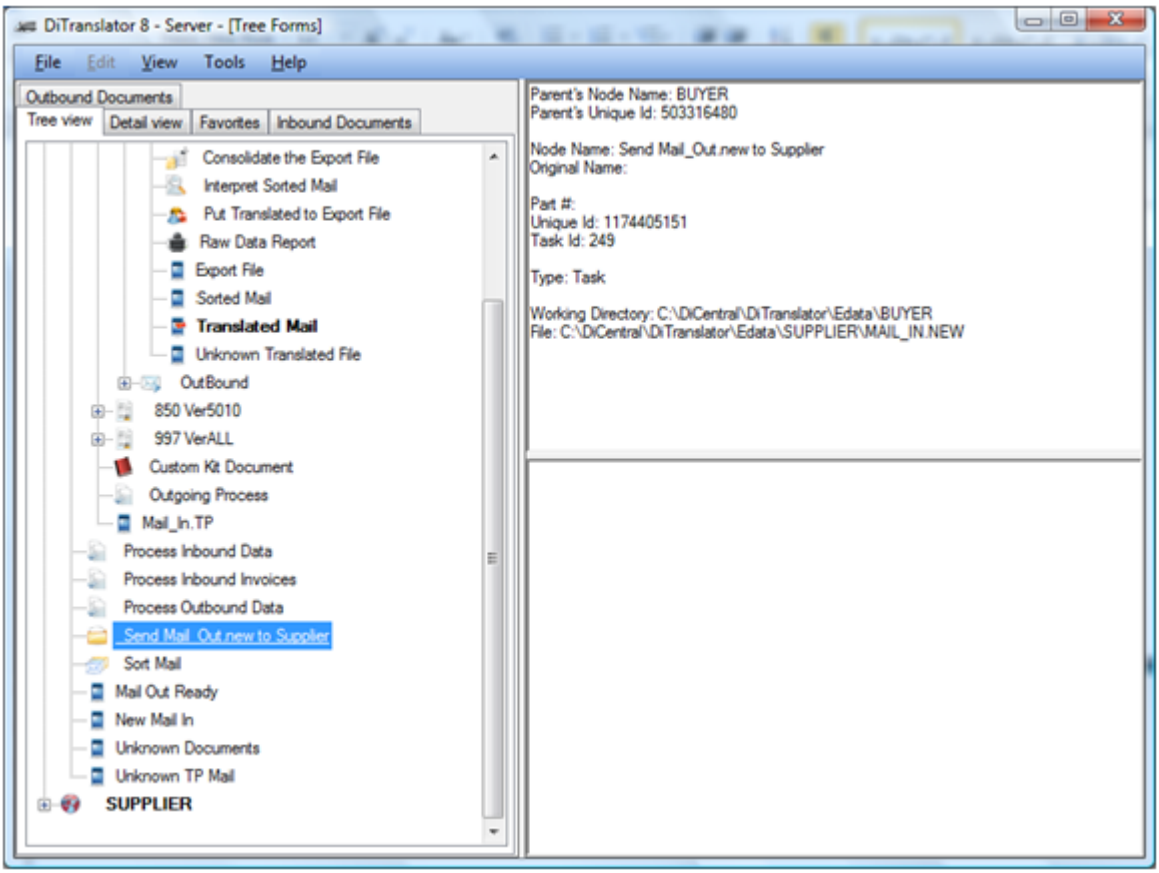


*The **Mail Out Ready** folder is displayed in bold because the 997 - Functional Acknowledgment has been processed.*



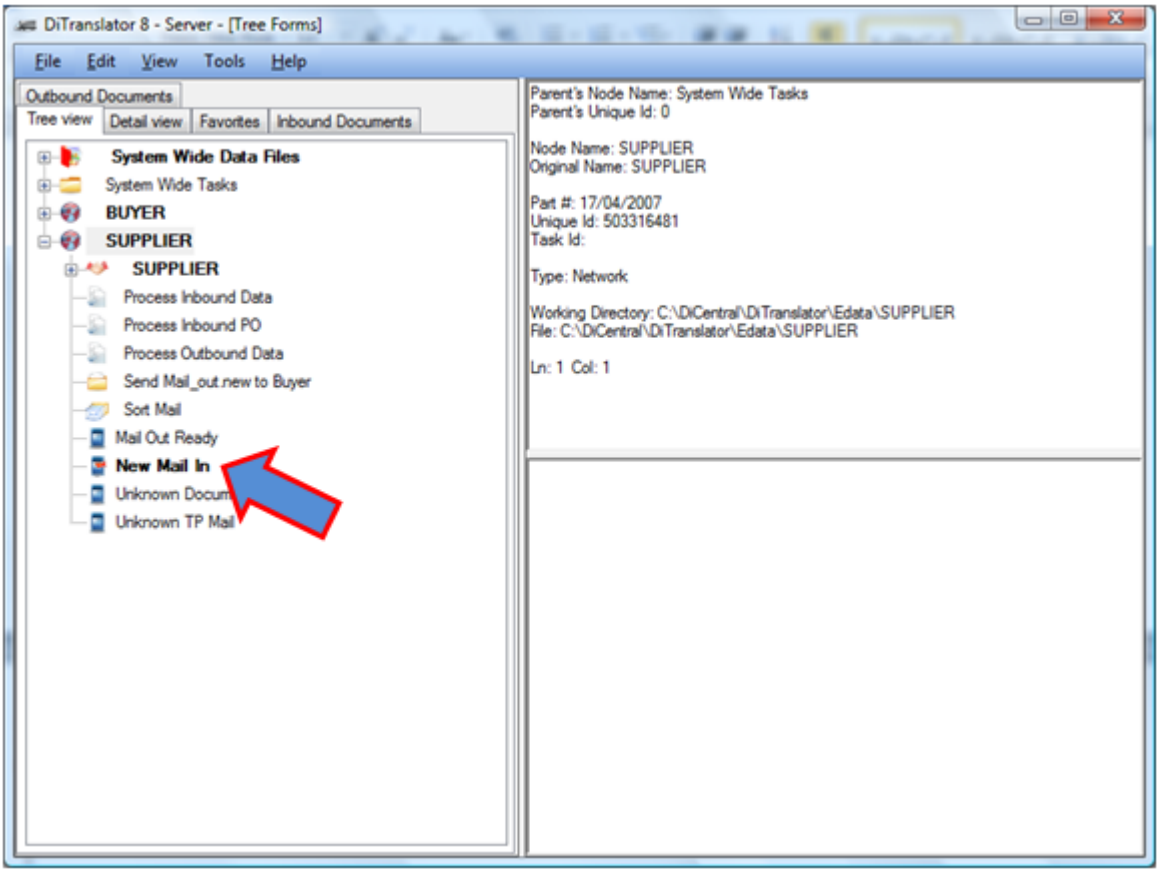
5. Double-click **Send Mail_Out.new to Supplier** to send a 997 – Functional Acknowledgement to the Supplier.

   *The **Mail Out Ready** folder is no longer displayed in bold. This means 997 – Functional Acknowledgement has successfully been transmitted to the Supplier.*



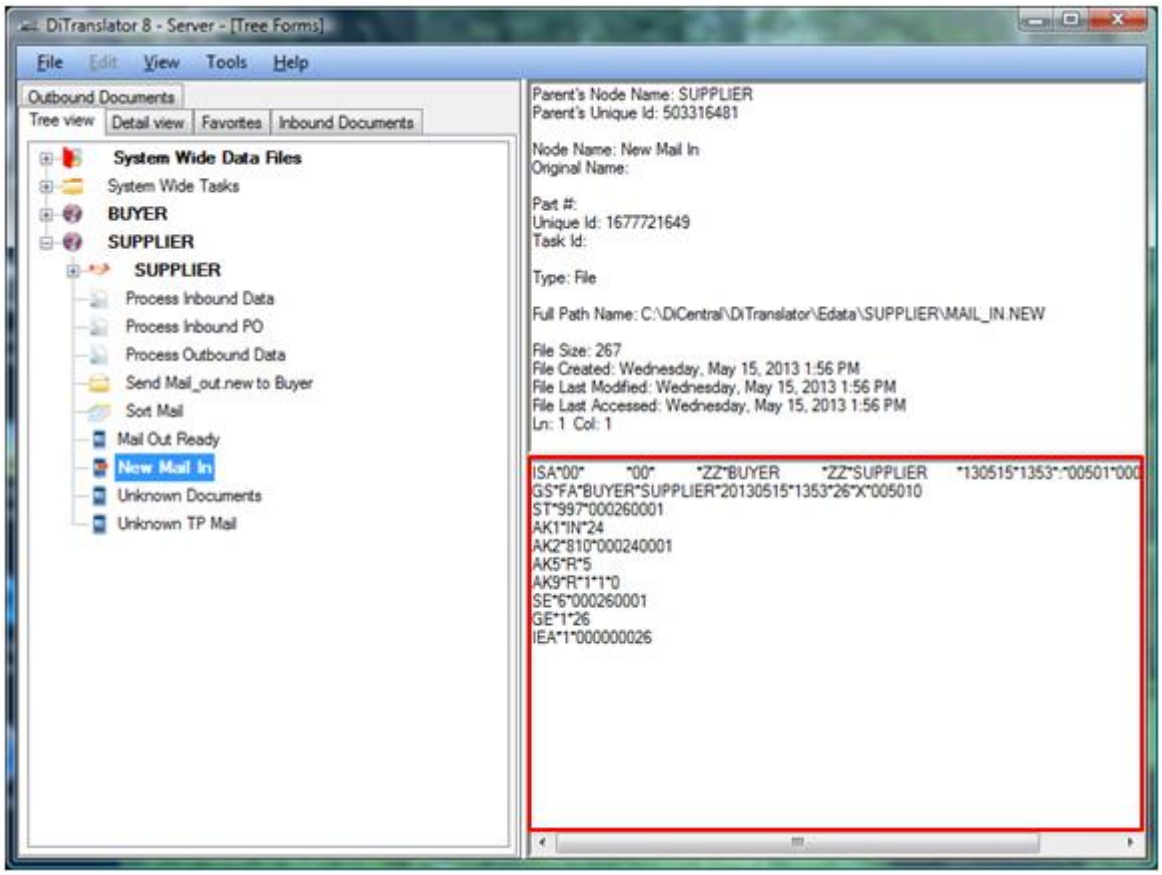
2.3 Verifying Receipt of the 997

1. Scroll down to **SUPPLIER** and observe that the **New Mail In** folder is displayed in bold. This means that the 997 - Functional Acknowledgment has been received by the Supplier.



2. To view the 997 - Functional Acknowledgment, click the **New Mail In** folder.

   The 997 - Functional Acknowledgment is displayed in the lower right pane.



Note: You can also double-click **New Mail In** to view the document as a text file in Notepad.